

**MINUTES
PLAINVILLE TOWN COUNCIL
COUNCIL CHAMBERS – MUNICIPAL CENTER
REGULAR MEETING
December 21, 2020 – 7:00p.m.**

- I. PRESENTATIONS:**
- II. PUBLIC HEARING**
 - Additional Appropriation to Capital Projects Fund
- III. MINUTES OF PREVIOUS MEETING**

December 7, 2020 Regular Meeting
- IV. ANNOUNCEMENTS – REPORTS**
- V. APPOINTMENTS/RESIGNATIONS**
 - 1. Inland Wetlands Commission Resignation
 - 2. Committee on Aging Re-appointments
 - 3. Fire Chief Appointments
 - 4. Appointments and Re-appointments to Boards and Commissions
- VI. BOARD OF EDUCATION LIAISON (3rd Monday Meetings Only)**
- VII. REPORT OF TOWN ATTORNEY**
- VIII. REPORT OF TOWN MANAGER**
 - 1. Middle School Discussion
 - 2. Valley Water Rate Increase
 - 3. Self-Insurance Health Fund
 - 4. Municipal Coronavirus Relief Fund (CRF) Program
 - 5. Personal Property Audit Update
 - 6. Christmas Tree Disposal
 - 7. COVID-19 Update
 - 8. Financial Dashboard
 - 9. Happenings
- IX. PUBLIC COMMENTS**

X. OLD BUSINESS

XI. NEW BUSINESS

1. Consider Additional Appropriation to the Capital Projects Fund
2. Municipal Coronavirus Relief Fund Program
3. Tax-Refunds-Addendum

XII. OTHER DISCUSSIONS OF INTEREST

XIII. MATTER APPROPRIATE FOR EXECUTIVE SESSION

XIV. ADJOURNMENT

The Regular Meeting was called to order remotely at 7:00pm. Present were Chairwoman Pugliese, Vice Chairwoman Tompkins, Council members Wazorko, Morante, Gnazzo, Rocco, Underwood, Town Manager Lee, Assistant Town Manager Daskal, Town Attorney Mastrianni and Town Clerk Skultety.

I. PRESENTATIONS

II. PUBLIC HEARING

- **Additional Appropriation to Capital Projects Fund**

Assistant Town Manager Daskal read the following legal notice:

**LEGAL NOTICE
TOWN OF PLAINVILLE
TOWN COUNCIL PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the Plainville Town Council will hold a public hearing at 7:00 p.m. on Monday December 21, 2020 in the Municipal Center to consider:

1. An additional appropriation of \$490,000 to the Capital Project Fund

Dated at Plainville, Connecticut this 17th day of December 2020

Plainville Town Council

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

Town Manager Lee commented the FY 21 Capital Improvement Budget anticipated that \$980,000 would be contributed from the Towns' unassigned fund balance to support the approved projects. According to the Town Charter, the Town Council is required to conduct a public hearing before considering an additional appropriation.

The Town Charter also requires a referendum whenever any additional appropriation exceeds 1% of the Town Budget. As a result, in order to appropriate \$980,000 from the unassigned fund balance, two supplemental appropriations will be required in order to avoid the expense of conducting a referendum.

Chairwoman Pugliese opened the meeting for comments. No comments were and the hearing was closed.

III. MINUTES OF PREVIOUS MEETING

Vice Chairwoman Tompkins motioned to approve the minutes of December 7, 2020 Regular Meeting. The motion was seconded by Councilman Underwood and passed 7-0.

IV. ANNOUNCEMENTS – REPORTS

Councilwoman Morante attended the Library Board of Trustees meeting and commented the library is open and circulation is up. The Conservation Commission has also met and is considering a clean-up and other endeavors in the spring.

Chairwoman Pugliese commented on the Santa drive by parade sponsored by the Chamber of Commerce held at Norton Park. She thanked the Chamber, the fire department and all the volunteers for the great event.

V. APPOINTMENTS/RESIGNATION

1. Committee on Aging

Councilwoman Morante motioned to reappoint to the Committee on Aging for the new term August 1, 2020 to August 1, 2023:

- a. Marilyn Petit (R), 150 Broad Street**
- b. Elizabeth Creswell (D), 23 Birch Tree Road**
- c. Charlotte Politis (D), 74 Tomlinson Avenue**

The motion was second by Councilman Wazorko and passed 7-0.

2. Inland Wetlands

Councilman Gnazzo motioned accept with regret the resignation of Michael Goulet from the Inland Wetlands Commission. The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.

3. Fire Department

Councilman Gnazzo motioned to:

- a. Appoint Adrien Paradis as Deputy Chief of the Plainville Fire Department effective January 4, 2021 for a 2-year term**
- b. Appoint Kurt Plourde as First Assistant Chief of the Plainville Fire Department effective January 4, 2021 for a 2-year term**
- c. Appoint David Massey as Second Assistant Chief of the Plainville Fire Department effective January 4, 2021 for a 1-yr term**

The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.

4. Economic Development Agency

- 1. Councilman Rocco motioned to reappoint to the Economic Development Agency as regular members for the new 2-yr term November 9, 2020 to November 9, 2022:**
 - a. Mark Chase (U), 36 Pequot Road**
 - b. Joseph Klepacki, Jr (D), 7 Usher Avenue**

The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.

- 2. Councilman Rocco motioned to reappoint Nancy Ann Autunno (U), 33 Maria Road as a regular member to the Economic Development Agency for the new 4-yr term November 9, 2020 to November 9, 2024. The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.**
- 3. Councilman Rocco motioned to reappoint Val Dumais (D), 43 Reliance Road as a regular member to the Economic Development Agency for the new 5-yr term November 9, 2020 to November 9, 2026. The motion was seconded by Councilman Gnazzo and passed 7-0.**
- 4. Councilman Rocco motioned to reappoint as alternate members to the Economic Development Agency for the new 2-yr term August 7, 2020 to August 7, 2022:**
 - a. Timothy Maynard (U), 141 Hollyberry Lane**
 - b. Marc Romanow (U), 147 Hollyberry Lane**

The motion was seconded by Councilman Gnazzo and passed 7-0.

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

VII. REPORT OF TOWN ATTORNEY

No report was given

VIII. TOWN MANAGER

- **Middle School Discussion**

Steve LePage, Superintendent of Schools reviewed a slide show and discussed the potential “Renovate Like New” project for the Middle School. He reviewed the needs and justification for the project along with a timeline for a proposed May 2022 referendum.

The next step is for the Board of Education and Town Council to give their approval to proceed, establish a Building Committee and select an architect. Further discussion to follow.

- **Valley Water Rate Increase**

Several weeks ago, Valley Water notified the Town that they had filed an application to the Public Utilities Regulatory Authority (PURA) for an increase in the water rates. Valley Water pointed out that the last time there was a rate increase was in 2010.

They are requesting an average rate increase of 35.73% which would raise their revenue by \$1.23M. They also pointed out that the rate increase does not include any construction costs or operating costs associated with the new Woodford Ave. water softening plant which is scheduled to be built next year.

An analysis of their application shows that a residential customer with a monthly water bill of \$25 would see an increase of 38.75% or \$116.26 per year. A customer averaging \$35 per month would see an increase of 36.18% or \$151.96 per year. Finally, a residential customer with a monthly bill of \$50 would see an increase of 34.25% or \$205.51 per year.

In addition to the increase in the residential rates, there will also be significant increases to the commercial and industrial rates as well. These increases, while significant, will be less than the residential rate increases.

Valley Water is also proposing a 24,52% increase for Public Fire Protection services rate. If approved as requested, the Town Budget would see an increase of \$168,196. The Town currently pays \$685,872 for fire protection services.

The next step is for PURA to review the application and, at some point, conduct a public hearing. Information regarding the proposed rate increase can be found on the Town website at www.plainvillect.com as well as the PURA website at www.portal.ct.gov/PURA. The docket number for the application is 20-11-14.

- **Self-Insurance Health Fund**

Two years ago, the Town joined the CT State Partnership Plan to provide health insurance benefits to Town and Board of Education employees. Before that, the Town self-insured for these health benefits. The self-insurance program was in place for approximately 20 years. For

the great majority of those years, the Town saved significant monies compared to the average of the fully insured rate increases during the same time period.

However, in the last several years of the self-insurance program, the claims significantly exceeded the allocated contributions. The self-insurance fund currently has a deficit of \$2.37M.

To eliminate this deficit, Town staff is recommending that the Town Council adopt of plan to utilize savings in the debt service plan. During the next 4 years, the debt service line item will have savings of over \$3M. This amount would eliminate the deficit in the self-insurance fund.

If this path is taken, instead of having the savings accrue to the Debt Management Fund – the savings would accrue to the General Fund instead. When that occurred, the Town Council would then annually authorize an appropriation to the self-insurance health fund.

If the Town Council is supportive of this approach, Town staff will prepare a policy statement to be considered at a future meeting.

Finance Director Buden added there should not be any deficit in a budget. By having a plan in place to pay it off will not impact the Town's rating going forward.

- **Municipal Coronavirus Relief Fund (CRF) Program**

The State has established a Municipal Coronavirus Relief Fund to reimburse Towns for costs incurred as a result of the pandemic. These funds can be used to pay for the improvements made to municipal facilities to protect workers and visitors.

Improvements to date have been made to the Municipal Center, Library and the Senior Center. Plainville's allocation from the Coronavirus Relief Fund is \$261,533.06. A separate relief fund has been established for education building improvements and operating costs as well.

There is an item under **New Business** that would authorize the Town Manager to execute all necessary documents to receive funding under this grant program.

Representative Petit added the spike in cases after Thanksgiving was anticipated. The Federal Stimulus Packed includes rental assistance and help for restaurants and small businesses. This will be a grant program and recipients will be selected.

Superintendent LePage mentioned the Town received \$875,000 from the relief fund which was needed for staffing, PPE and technology expenses covered through Dec 31, 2020.

- **Personal Property Audit Update**

The FY20 Town budget included \$15K to perform personal property audits to randomly chosen manufacturing companies in Plainville. The Assessor recently completed 13 audits which increased taxable assessments by \$10,341,270. The audited businesses were notified of the proposed changes and were given the opportunity to meet with the auditing firm to answer questions and to provide additional information to make sure the proposed adjustments were in line with State Statutes.

These additional personal property assessments will result in \$505,753.53 in tax revenues for the current fiscal year. The tax bills related to the personal property audits will be mailed before January 1st and businesses can choose to have 90 days to pay them without delinquent interest charges being assessed.

- **Christmas Tree Disposal**

Residents may bring their Christmas trees to the Transfer Station on Grainger Lane for free disposal beginning on Monday, December 28th. If the tree is transported in a bag, the bag must be removed before it is deposited in the appropriate location at the Transfer Station.

The Roadways Department will be conducting curbside collection of Christmas trees during the week beginning January 11th. For the tree to be collected, residents must place it at the curb by Sunday, January 10th. Residents are reminded to be sure not to block sidewalks or walkways when placing their tree for collection by the Town.

- **COVID-19 Update**

Positivity rates continue to increase in Plainville and the surrounding Towns. The daily State positivity rate now stands at 6.85%. During the last two weeks, Plainville has had an average daily rate of new cases of 64.4 per 100,000 population. There are only two Towns in CT that are currently not under the “Red Alert” status.

Governor Lamont recently issued Executive Order 9R. This order allows for municipal tax payments due on January 1st to have a 90-day grace period before delinquent interest is imposed. This is the same program that was taken with the July tax bills. Residents who wish to have an additional 60 days to pay their January 1st tax bill will be required to fill out a Municipal Tax Deferral Form by February 1st. This form is available on the Town website at www.plainvillect.com

Residents who participated in the earlier program will be notified via email of this new program. There will also be notices posted on social media and press releases will be issued as well.

State Health Department also announced that they are recommending that the quarantine period for those who have come in close contact with infected individuals and showing no symptoms be reduced from 14 days to 10 days.

- **Financial Dashboard**

The Financial Dashboard for the first five months of the fiscal year through the end of November was reviewed and as has been posted on the Town website at www.plainvillect.com

- **Happenings**

Assistant Town Manager Daskal reported on the Municipal Office holiday schedule and events and activities in the Senior Center. For detailed information visit www.plainvillect.com.

IX. PUBLIC COMMENTS

X. OLD BUSINESS

XI. NEW BUSINESS

1. Consider Additional Appropriations to the Capital Projects Fund

Vice Chairwoman Tompkins motioned to appropriate \$490,000 from General Fund Unassigned Fund Balance, Acct #0100-000-32110-0000, to General Fund Transfer Out-Town Capital Fund, Acct# 0100-840-55511-0000. The motion was seconded by Councilman Underwood and passed 7-0.

2. Municipal Coronavirus Relief Fund Program

Vice Chairwoman Tompkins motioned to approve and authorize Town Manager Lee to execute necessary documents and complete the certification process to receive finding through the Municipal Coronavirus Relief Fund Program for the July 1-December 30, 2020 Claim Period. The motion was seconded by Councilman Gnazzo and passed 7-0.

3. Tax Refunds- See Addendum

Vice Chairwoman Tompkins motioned to approve the tax refunds as listed on the Addendum. The motion was seconded by Councilman Gnazzo and passed 7-0.

XII. OTHER DISCUSSIONS OF INTEREST

Town Manager Lee added the Board of Education and Town Council will have a joint meeting on Tuesday January 19, 2021 at 6:00pm before the regular Town Council meeting.

There will be a presentation by Loureiro to update the White Oak renovation proposals at the January 4, 2021 Town Council meeting.

Town Manager Lee mentioned the Town Council and the Town received a memo from the audit firm BlumShapiro regarding "The Auditor's Communication with Those Charged with Governance" regarding audit of Town of Plainville, Connecticut.

Chairwoman Pugliese, along with the Town Council members wished the residents Happy Holidays.

XIII. MATTER APPROPRIATE FOR EXECUTIVE SESSION

XIV. ADJOURNMENT

At 8:21pm Vice Chairwoman Tompkins motioned to adjourn. The motion was seconded by Councilman Rocco and passed 7-0.

Respectfully submitted by,

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

Refunds		12/21/2020	
		Current Year	Amount
1	Nissan Infinity LT, Dallas, TX		\$195.43
2	Nissan Infinity LT, Dallas, TX		\$97.87
3	Nissan Infinity LT, Dallas, TX		\$402.29
4	Nissan Infinity LT, Dallas, TX		\$352.78
5	Thompson, Evan, 11 Hardwood Rd		\$43.80
6	VCFS Auto Leasing Company, Mobile, AL		\$586.67
Total			\$1,678.84
		Prior Years	Amount
1	Ronamow, Charles, Trenton, NJ		\$128.06
2	Brady, Andrew (PMC Industries Inc) 87 Spring Ln		\$6,595.48
*Correction for Refund Approved 11/16/20			
Total			\$6,723.54