

VIII. REPORT OF TOWN MANAGER

1. Willow Brook Estates Sewer Agreement
2. Draft Personnel Policy Discussion
3. ARPA Planning Committee Update
4. Town Council/Board of Education Joint FY23 Budget Meeting – 1/19/2022
5. COVID-19 Update
6. Financial Dashboard
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IX. PUBLIC COMMENTS

X. OLD BUSINESS

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1. Additional Appropriation
2. Willow Brook Estates Sewer Agreement
3. Tax Refunds - Addendum

XII. OTHER DISCUSSIONS OF INTEREST

XIII. MATTER APPROPRIATE FOR EXECUTIVE SESSION

XIV. ADJOURNMENT

The special meeting was called to order at 7:00 pm. Present were Chairwoman Pugliese, Vice Chairman Underwood, Council members Tompkins, Morante, Rocco, Catanzaro, Town Manager Lee, Assistant Town Manager Daskal and Town Clerk Porrini.

Councilmember Wazorko was absent.

Councilmember Catanzaro led the Pledge of Allegiance

I. PRESENTATIONS

Firefighter Service Awards

Chairwoman Pugliese began by thanking each and every firefighter for their service. She also congratulated those firefighters on their Service Awards.

Vice Chairman Underwood congratulated and presented the following Firefighters Service Awards:

Christopher Centurelli	5 Years
Brian Roper	10 Years
Douglas Marcarelli	
Phillipe Brochu	15 Years
Paul Brousseau	
Thomas Moschini, Jr.	
Stephen Chapman	20 Years
John Myska	

Antonio Labella 25 Years

Timothy Lennon 30 Years
Adrien Paradis, III

Douglas Doughty 45 Years

II. PUBLIC HEARING

Town Clerk Porrini 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 Tuesday, January 18, 2022, in the Municipal Center to consider:

1. An additional appropriation of \$600,000 to the Capital Projects Fund

Copies of said additional appropriation are available for public inspection in the office of the Town Clerk during normal business hours.

Dated at Plainville, Connecticut this 13th day of January 2022.

Chairwoman Pugliese opened the public hearing for public comments.

Hearing no comments, the public hearing was closed.

III. MINUTES OF PREVIOUS MEETING

Vice Chairman Underwood motioned to approve the minutes of January 3, 2022, Regular Meeting: The motion was seconded by Councilwoman Tompkins and passed 6-0.

IV. ANNOUNCEMENTS – REPORTS

Councilwoman Morante attended the Library Trustees meeting and reported the budget review was successful.

V. APPOINTMENTS/RESIGNATION

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

No report was given.

VII. REPORT OF TOWN ATTORNEY

No report was given.

VIII. TOWN MANAGER

Town Manager Lee presented and discussed the following topics:

- **Willow Brook Estates Sewer Agreement**

The Willow Brook Estates Sub-division is located at 265 Unionville Avenue on the border between Plainville and Farmington. It will be an active adult community consisting of 61 homes with 34 of them being in Plainville. Of these 34 homes, 9 of them will be connected to the Plainville sewer system located on Unionville Ave. Because of the topography of the parcel, the remaining 25 homes in Plainville are proposed to be connected to the Farmington sewer system. Town staff has met with Farmington town staff to negotiate an agreement to allow for these Plainville homes to utilize their sewer system. Under the proposed agreement, Plainville will pay to Farmington connection charges and sewer permit fees totaling Farmington \$29,517.90. This amount is based upon the expectation that the average daily sewer flow shall not exceed 2,900 gallons. The Town of Farmington will bill Plainville a sewer user charge using the same method as what is charged to similar Farmington homes. That fee currently stands at \$321 per year. The sewer lines in the Willow Brook Estates will be privately owned and the responsibility of the homeowner's association. Plainville will collect a \$3,000 connection charge for each of the 25 units and will also bill for a sewer user charge at the current minimum charge of \$415.92. The sewer user charge will change from year-to-year based upon any changes to the minimum charge as approved by the Town Council. Construction of these homes are expected to begin this summer. A copy of the proposed agreement has been reviewed by the Town Attorney and is like previous sewer agreements between Farmington and Plainville.

Town staff is recommending that the Town Council authorize the Town Manager to execute the Sewer Agreement between the Town of Plainville and the Town of Farmington regarding 265 Unionville Avenue, Willow Brook Estates Development. There is an item under New Business regarding this recommendation.

- **Draft Personnel Policy Discussion**

The Town of Plainville adopted a Personnel Policy Manual for Town employees in the early 1970's. The purpose the manual is to provide employees and applicants with important information concerning employment with the Town of Plainville, to provide a uniform policy for handling all non-union personnel matters, and to handle and clarify situations applicable to all employees including union personnel (unless stated otherwise in a collective bargaining agreement)

The Human Resource Director Stacy Buden has proposed updating the Personnel Policy to reflect changes that have occurred in both federal and state law. It has also been updated to reflect some of the changes that have also occurred to benefits that are currently provided to Town employees. The Draft has been reviewed by Atty. Kenneth Weinstock as well. This is the first comprehensive update to the Personnel Policy Manual in many years. A copy of the Draft was distributed to the Town Council members for your review. Town staff will be soliciting Town Council feedback on the proposed Draft over the next month with the goal of having it adopted at a future meeting. If desired, a work session to review the Draft and respond to questions can be scheduled as well.

No action on the Draft Personnel Policy Manual is being requested this evening.

- **ARPA Planning Committee Update**

The Department of Treasury released the Final Rule for the Coronavirus State and Local Fiscal Recovery Funds of the American Rescue Plan Act. The Final Rule provides clarity and broadens in select categories, eligible uses. The Final Rule takes effect April 1, 2022, however, does afford recipients to take advantage of any new provision prior to the effective date.

A key change is the potential calculation for REVENUE LOSS. Municipalities have two options for how to determine their amount of revenue loss. Recipients must choose one of the two options and cannot switch between these approaches after an election is made. Recipients may elect a "standard allowance" of \$10 million to spend on government services through the period of performance. Under this option, which is newly offered in the final rule, Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund "government services. All recipients may elect to use this standard allowance as opposed to calculating lost revenue using a formula. Electing the standard allowance does not increase or decrease a recipient's total allocation.

Under this option, Plainville could choose to have a “standard deduction” of our entire allocation of \$5.2M because it is under \$10M. This would allow the Town more flexibility in the use of the funds. The ARPA Committee is expected to finalize their recommendation in the next several weeks. A Public Hearing on their recommendation is being planned for the February 22, 2022, Town Council meeting.

- **Town Council/Board of Education Joint FY23 Budget Meeting – 1/19/2022**

The Town Council and the Board of Education will be conducting a Joint Virtual Meeting to hear a presentation from the Superintendent of Schools and the Town Manager for the FY23 Budget Outlook.

The virtual meeting will be held tomorrow evening, January 19th beginning at 6:00 pm. Residents can view this meeting on YouTube at <https://youtu.be/8kLTGktexqg>

The Joint Meeting Agenda along with a link to the meeting can also be found on the Town website at www.plainvillect.com

- **COVID-19 Update**

As of last Thursday, all but one Town in Connecticut were listed in the “red category” as exceeding 15 persons per 100K population testing positive for COVID-19 over the last two weeks. It is currently anticipated that infections will begin to decline in CT over the next two weeks.

The Town currently has an ample supply of N95 Masks available to Plainville residents. Residents can contact the Town Manager’s Office at 860-793-0221 ext. 8701 to arrange to pick-up a supply of these masks.

- **Financial Dashboard**

A copy of the Dashboard for the first six months of the Fiscal Year was included in the meeting information package and has also been posted on the Town website.

- **Happenings**

Assistant Town Manager Daskal announced activities and updated regarding the supplemental tax bills, Fore Prevention Poster Contest winners, and Senior Center activities. Further information can be found on the Town’s website:

IX. PUBLIC COMMENTS

X. OLD BUSINESS

XI. NEW BUSINESS

1. Additional Appropriation

Vice Chairman Underwood motioned to appropriate:

\$600,000 from General Fund Unassigned Fund Balance, Account #0100-000-32110-0000 with \$397,500 to Interfund Transfers Out, Account #0100-840-55512-0000 and \$202,500 to Interfund Transfers Out, Account #0100-840-55511-0000. The motion was seconded by Councilwoman Tompkins and passed 6-0.

2. Willow Brook Estates Sewer Agreement

Vice Chairman Underwood motioned for the Town Council acting as the Water Pollution Control Authority to authorize the Town Manager or his designee to execute the Sewer Agreement between the Town of Plainville and Town of Farmington regarding 265 Unionville Avenue, Willow Brook Estates

1/18/22

Development. The motion was seconded by Councilwoman Tompkins and passed 6-0.

3. Tax Refunds- See Addendum

Vice Chairman Underwood motioned to approve the tax refunds as listed on the Addendum. The motion was seconded by Councilwoman Tompkins and passed 6-0.

XII. OTHER DISCUSSIONS OF INTEREST

XIII. MATTER APPROPRIATE FOR EXECUTIVE SESSION

XIV. ADJOURNMENT

At 7:41 pm Councilwoman Tompkins motioned to adjourn. The motion was seconded by Vice Chairman Councilwoman Tompkins and passed 6-0.

Respectfully submitted by,



Cindy A. Porrini, Town Clerk
& Clerk of the Town Council

	Refunds	1/18/2022	
		Current Year	Amount
1	Honda Lease Trust, Torrance, CA		362.60
	Total		\$362.60