\*PUBLIC NOTICE: For information on submitting comments for the Public Hearing and/or Public Comment Section please refer to page 3 of this Agenda. For meeting participation information, please also refer to page 3.

#### **AGENDA**

#### SPECIAL MEETING

PLAINVILLE TOWN COUNCIL MEETING COUNCIL CHAMBERS – MUNICIPAL CENTER May 4, 2020 - 6:00pm

**6:00PM EXECUTIVE SESSION:** 

Land Acquisition

REGULAR MEETING
PLAINVILLE TOWN COUNCIL MEETING
COUNCIL CHAMBERS – MUNICIPAL CENTER
May 4, 2020 - 7:00pm

- I. PRESENTATIONS:
- II. PUBLIC HEARING

Town Council Proposed FY2021 Budget

III. MINUTES OF PREVIOUS MEETING

April 20, 2020 Regular Meeting

- IV. ANNOUNCEMENTS REPORTS
- V. APPOINTMENTS/RESIGNATIONS
  - 1. Appointments and Re-appointments to Boards and Commissions
- VI. BOARD OF EDUCATION LIAISON (3<sup>rd</sup> Monday Meetings Only)

#### VII. REPORT OF TOWN ATTORNEY

#### VIII. REPORT OF TOWN MANAGER

- 1. Robertson Airport Improvements Taxiway Bid Update
- 2. BRRFOC Inter-Community Agreement Renewal
- 3. Happenings

#### IX. PUBLIC COMMENTS

#### X. OLD BUSINESS

#### XI. NEW BUSINESS

- 1. Consider acting upon Town Council FY2021 Budget
- 2. Bid #2020-10, Airport Improvements Taxiway Rehabilitation
- 3. Set Mill Rate

#### XII. OTHER DISCUSSIONS OF INTEREST

#### XIII. MATTER APPROPRIATE FOR EXECUTIVE SESSION

#### XIV. ADJOURNMENT

#### \*PUBLIC NOTICE:

Following are ways to submit comments to the Town Council for the Public Hearing regarding the "Town Council's Proposed Fiscal Year 2021 Budget" and/or Public Comments:

- 1) Email: <u>tcpubliccomments@plainville-ct.gov</u> Please submit by 4:00pm Monday, May 4.
- 2) Voice Mail Message: 860-793-3256 (3-minute limit)

For either option, please be sure to include or state your name and address and that your remarks pertain to the <u>5/4/20 Public Hearing</u> or <u>Public Comment</u>. Emails and voice mail messages will be relayed to the Town Council before or after the meeting, depending on when they are received.

#### **For Public Hearing ONLY:**

To actively participate in the Public Hearing during the meeting, dial (Toll Free) 888-788-0099 or 877-853-5247 and enter Webinar ID: <u>872 3139</u> 6773

It will be announced when the Public Hearing is open, and it will be explained how callers wishing to make remarks will take turns doing so.

#### <u>PUBLIC PARTICIPATION INFORMATION – DAY OF MEETING:</u>

- A link to access this meeting in real time via YouTube will be posted on the Town Website 15 minutes prior to the meeting start time. Please refer to our "Spotlight" section on the Home Page (www.plainvillect.com) for this information.
- For Audio Only participation, dial (Toll Free) 888-788-0099 or 877-853-5247 and enter Webinar ID: 872 3139 6773

#### LEGAL NOTICE TOWN OF PLAINVILLE TOWN COUNCIL PUBLIC HEARING MAY 4, 2020

**NOTICE IS HEREBY GIVEN** that the Plainville Town Council will hold a public hearing on Monday, May 4, 2020 at 7:00 p.m. in the Council Chambers of the Municipal Center, One Central Square for the purpose of hearing public comment on the Town Council's Fiscal Year 2021 proposed budget.

Copies of the proposed budget are available at the Town Clerk's office during regular business hours and on the Town's website. <a href="www.plainville.com">www.plainville.com</a>

Dated at Plainville, Connecticut this 30<sup>th</sup> day of April 2020.

Plainville Town Council

Ву,

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

# **Town Council FY21 Budget Recommendation**

	FY 20	FY 20	Difference		1	FY 20	FY 20	Difference	
<b>Expenditures</b>	Approved	TC Recomd	FY20 to FY21	% Change	Revenues	Approved	TC Recomd	FY20 to FY21	% Change
General Government	2,432,631	2,488,246	55,615	2.29%	Property Taxes	48,351,648	49,030,869	679,221	1.40%
Public Safety	4,986,036	5,152,301	166,265	3.33%	Licenses & Permits	307,250	358,250	51,000	16.60%
Public Works	4,144,398	4,237,405	93,007	2.24%	Fines & Fees	305,950	314,250	8,300	2.71%
Health & Human Srvs.	1,802,018	1,917,850	115,832	6.43%	Use of Money	77,500	77,500	0	0.00%
Civic & Cultural	164,124	160,050	(4,074)	-2.48%	Intergovernmental Revenues	11,401,779	11,662,811	261,032	2.29%
Employee Fringe Benefits	3,696,664	3,864,266	167,602	4.53%	Other Revenues	360,000	375,000	15,000	4.17%
Sundry	791,613	790,613	(1,000)	-0.13%	Sundry & Interfund Transfers	976,695	680,518	-296,177	-30.32%
Sub-Total	18,017,484	18,610,731	593,247	3.29%					•
Debt Service	4,734,233	4,430,350	(303,883)	-6.42%					
<b>Capital Fund Contribution</b>	800,000	313,850	(486,150)	-60.77%					
Total General Govt.	23,551,717	23,354,931	(196,786)	-0.84%					
<b>Board of Education</b>	38,229,105	39,144,267	915,162	2.39%					
TOTALS	61,780,822	62,499,198	718,376	1.16%	TOTALS	61,780,822	62,499,198	718,376	1.16%

Value of Mill @ 97.4%	1,375,581
Net Expenditure Increase	0
Mill Increase	0.00
Current Mill rate	34.62
Proposed Mill Rate	34.62
Percentage Change	0.00%

Revenue Changes	
Intergovernmental	261,032
Other Revenues	15,000
License & Permits	51,000
Fines & Fees	8,300
Grand List Increase	529,221
Sundry & Transfers In	-296,177
Personal Property Audits	150,000
New Revenues For FY21	718,376

# MINUTES PLAINVILLE TOWN COUNCIL COUNCIL CHAMBERS – MUNICIPAL CENTER REGULAR MEETING April 20, 2020 – 7:00p.m.

#### I. PRESENTATIONS:

#### II. PUBLIC HEARING

 Proposed amendments to Street, sidewalks & Driveways Ordinance-Article 1: Street Openings

#### III. MINUTES OF PREVIOUS MEETING

April 6, 2020 Regular Meeting and April 7 and 9, 2020 Special Budget Meetings

#### IV. ANNOUNCEMENTS - REPORTS

#### V. <u>APPOINTMENTS/RESIGNATIONS</u>

- 1. Firefighter Appointment
- 2. 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. Auditor Appointment
- 2. Governor Lamont's Executive Order 7S-Tax Deferment
- 3. FY2021 Budget Update
- 4. White Oak Update
- 5. COVID-19 Update
- 6. Financial Dashboard
- 7. Happenings

#### IX. PUBLIC COMMENTS

#### X. OLD BUSINESS

#### XI. NEW BUSINESS

- 1. Consider proposed amendments to Streets, Sidewalks & Driveways Ordinance-Article 1; Street Openings
- 2. Auditor Appointment
- 3. Consider action regarding Governor's Executive Order 7S
- 4. Tax Refunds

#### XII. OTHER DISCUSSIONS OF INTEREST

#### XIII. MATTER APPROPRIATE FOR EXECUTIVE SESSION

#### XIV. ADJOURNMENT

The Regular Meeting was virtually called to order at 7:00pm. Present remotely, were Chairwoman Pugliese, Vice Chairwoman Tompkins, Council members Wazorko, Morante, Gnazzo, Cox, Underwood, Town Manager Lee, Town Attorney Mastrianni and Town Clerk Skultety. Coordinating the live feed was Director of IT Ross.

Also available remotely were Technical Services Director Bossi, Finance Director Buden, Revenue Collector LeGassey and Assessor Heering.

#### I. PRESENTATIONS

#### II. PUBLIC HEARING

• Proposed amendments to Streets, Sidewalks & Driveways Ordinance-Article I: Street Openings

Town Clerk Skultety read the following:

# LEGAL NOTICE TOWN OF PLAINVILLE TOWN COUNCIL PUBLIC HEARING APRIL 20, 2020

**NOTICE IS HEREBY GIVEN** that the Plainville Town Council will hold a public hearing at 7:00 p.m. on Monday April 20, 2020 in the Council Chambers of the Municipal Center, One Central Square in Plainville to hear public comments on:

1. Proposed amendments to ordinance - Chapter 374 STREETS, SIDEWALKS AND DRIVEWAYS; ARTICLE I; Street Openings.

A copy of the proposed amendments is on file and available for public inspection during normal business hours in the office of the Town Clerk in the Plainville Municipal Center, One Central Square and online at <a href="https://www.plainvillect.com">www.plainvillect.com</a>.

Dated at Plainville, Connecticut this 16<sup>th</sup> day of April 2020.

Town Manager Lee began by briefly describing the procedure for residents to call in and comment on the public hearing. He went on to summarize the purpose of the amendments.

Highlights of the ordinance are contractors will have to register with the Town before performing any work in the street or Right of Way. The fee for that is \$50.

Only licensed contractors will be allowed to register and shall supply the town an insurance surety bond for ten thousand (\$10,000) and a two thousand five hundred (\$2,500) cash bond. They will also have to supply a certificate of insurance.

The ordinance will also require a 48hour notice before digging in a street. Contractors will be required to install a transitional patch that would last for a year. The Town will create a permanent restoration fee process whereby the Town will make the permanent street repair after the work has been completed to ensure the work has been properly done.

The meeting was opened for public comments via email or call in. Moderator Ross stated there were no listeners and the hearing was closed.

#### III. MINUTES OF PREVIOUS MEETING

Councilwoman Tompkins motioned to approve the minutes of April 6, 2020 Regular Meeting and April 7 and 9, 2020 Special Budget Meetings. The motion was seconded by Councilman Cox and passed 7-0.

#### IV. ANNOUNCEMENTS - REPORTS

Chairwoman Pugliese mentioned she has been talking walks at Norton Park and reported the paving project there is moving along. She commended the Public Works Department for their work.

Councilman Wazorko reported he along with Councilman Gnazzo have been working with Town Manager Lee and Director of Finance Buden on General Fund Policy. They have met and will be seeking additional input for staff before finalizing a proposal and bringing it to the Town Council for consideration in May. This Unassigned Fund Balance Policy has been recommended by the auditors. A policy would solidify the Town's credit rating.

Discussion followed regarding the guidance of the policy.

Town Manager Lee mentioned the suggestion would be to have the policy reviewed every two (2) years in January, by the sitting Town Council.

#### V. APPOINTMENTS/RESIGNATION

#### 1. Fire Department

Councilman Underwood motioned to appoint Rick Dohoney, 492 East Street, as a Probationary Firefighter to the Plainville Fire Department. The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.

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

#### VII. REPORT OF TOWN ATTORNEY

#### VIII. REPORT OF TOWN MANAGER

Town Manager Lee presented and discussed the following topics:

#### • Auditor Appointment

In the information package for this evening's meeting is a memo from Finance Director Rob Buden recommending that the Town Council appoint Blum Shapiro of West Hartford to perform the FY20 Town audit. Mr. Buden points out that Blum did an outstanding job with the FY19 audit moving up the timelines to accommodate expected absences, that they work well with the Finance staff, and had a very competent team that performed the audit.

Additionally, their audit fee was lower than the other firms that expressed interest with an RFP that was done for FY19.

Town Manager Lee concurs with Mr. Buden's recommendation as well.

#### • Governor Lamont's Executive Order 7S – Tax Deferment

On April 9<sup>th</sup> Governor Lamont issued an Executive Order mandating that CT municipalities consider two policies related to tax collections as a result of the COVID-19 pandemic.

The first policy is a *Tax Deferment Program* that would extend the grace period for paying taxes without a penalty for three months. Normally, taxpayers are required to pay taxes within one month from its due date.

The second policy is called a *Low Interest Rate Program* that would set the delinquent interest rate for all taxes due at 3% for a three-month period.

Town staff including Rob Buden, Ann Marie Heering, Ana LeGassey, Atty. Mike Mastrianni and myself reviewed both policies including an *Explanation of Purpose & Intent* issued by the Office of Policy and Management as well as a *Guidance Document* issued by the Council of Small Towns and the Connecticut Conference of Municipalities.

Towns are required to adopt one or both policies and notify OPM by April 25<sup>th</sup> which one (or both) were chosen.

Town staff is recommending that the Town Council adopt the Tax Deferment Program for eligible taxpayers. Eligible taxpayers are those who complete a form acknowledging that their household income has suffered a reduction in income of at least 20% due to COVID-19.

Additionally, Businesses and Non-Profits would have to acknowledge that their revenue was expected to decrease at least 30% during the period from March to June 2020 versus the same time period last year at their Plainville property. The tax deferment would apply to the second installment of the sewer bills due May 1<sup>st</sup> as well as the July 1<sup>st</sup> tax bills.

Town staff has come up with a plan to notify residents of this policy should the Town Council approve it this evening. This notification would include a Town-wide mailing, two CodeRED notifications, press releases, Town website notice and several A-Frame sign notifications placed throughout Town.

Town staff is not recommending the Low Interest Rate Program due to possible cash flow issues which could require the Town to do short term borrowing which would incur interest that would be paid by everyone. Additionally, if the program was extended beyond the three months, additional interest from short term borrowing could create more burden on all taxpayers. There is also concern in administering the program due to lack of specificity its description.

Assessor Heering reaffirmed the statements Town Manager Lee made. She realizes the office will have an additional burden with the program however it will also be a benefit to those affected by the COVID19 virus.

It was suggested to send out a reminder in September that the deferment date will be coming up in October.

#### • FY 2021 Budget Update

On April 7<sup>th</sup> the Town Council unanimously voted to recommend a Town budget that, if adopted, would result in a zero mill increase for FY21 beginning on July 1<sup>st</sup>. The proposed FY 21 Budget totals \$62.5M and represents an increase of \$718,376 or 1.16%.

The Town portion of the budget which includes General Government, Debt Service and Capital Improvement expenditures would decrease by almost \$200K or -0.84%.

The Board of Education Budget is proposed to increase by \$915K or 2.39%.

The overall Town Budget expenditure increase is approximately half the increase to the inflation rate for the last twelve months.

There will be a Public Hearing on Monday, May 4<sup>th</sup> beginning at 7:00 pm. This will be a virtual Public Hearing. Residents will have three opportunities to express their opinion on the proposed budget. They are: 1) Send an email to the Town Council at towncouncil@plainville-ct.gov; 2) send voice message via a phone number to be published later this month or; 3) participate via the phone during the Public Hearing on that evening. Information on how to participate during the meeting will be issued later.

Because of a previous Executive Order issued by Governor Lamont, Towns are prohibited from holding All-Day votes. As a result, after the Public Hearing, the Town Council will adopt the Budget and set the mill rate for FY21 in time for the tax bills to be mailed before July 1<sup>st</sup>.

#### • White Oak Update

In the meeting information package there is correspondence from Atty. Alfred E. Smith, Jr. of Murtha Cullina - Attorneys At Law describing the Scope of Work he will be performing as it relates to his opinion concerning the applicability of the Connecticut Transfer Act and the possible acquisition by the Town of the White Oak property located at One & Sixty Three West Main Street.

Atty. Smith will be participating in the May 4<sup>th</sup> Town Council meeting to detail his opinion and to respond to questions from the Town Council. His services total \$4,500 and will be paid entirely by the State Grant that was previously secured for the environmental study of the property that was performed by Loureiro Engineers. No action is required by the Town Council this evening.

#### • COVID-19 Update

Information regarding the COVID-19 Pandemic changes daily, if not an hourly basis. In a conference call with Health officials held last Friday, the State Health Department is now predicting that the peak will not be occurring in Connecticut until mid-May. The reason for this prediction is that the increase in testing will reveal more cases of those with the virus.

All Town buildings continue to be closed to the public; however, town business continues to operate, and phones are being answered and return calls are being made on a timely basis. Public Works is continuing with the road paving program and Buildings & Grounds continues to maintain public facilities including the parks.

It is unclear at this time when Town buildings will re-open to the public. The earliest – and this may change – is early July. It is still unclear whether summer programs will be allowed to be held.

The Presidential Preference Primary has been moved back to August 11<sup>th</sup>. Wings & Wheels at Robertson Airport scheduled for June 13<sup>th</sup> has been cancelled for this year. In addition, the Hot Air Balloon Festival scheduled for late August has been cancelled as well.

The Memorial Day Parade Committee will be meeting with the Health Director and Town Manager Lee tomorrow morning to discuss whether the Memorial Day Parade should be held. Southington has already cancelled their parade for this year.

Beginning this evening, the Governor has ordered that people must wear cloth covering their face and nose in public if unable to maintain a social distancing of at least six feet.

People looking for the latest information on the COVID-19 Pandemic can go to the Plainville Southington Health District webpage at <a href="www.pshd.org">www.pshd.org</a> The Town website will also be updating information about the virus. That information can be found at <a href="www.plainvillect.gov">www.plainvillect.gov</a> Information can also be found on the Centers for disease Control & Prevention website at <a href="www.cdc.gov">www.cdc.gov</a>

#### • Financial Dashboard

A copy of the Financial Dashboard for the 3<sup>rd</sup> Quarter ending March 31<sup>st</sup> was included in the meeting information package and was also posted on the Town webpage.

Town Manager Lee reviewed the Financial Dashboard.

#### Happenings

Town Manager Lee reviewed programs and activities which included the Youth Services; Healthy Plainville, 2020 Census, Tax & Assessing and Senior Center. More information can be found on the Town's website at <a href="https://www.plainvillect.com">www.plainvillect.com</a>.

#### IX. PUBLIC COMMENTS

Email received from John Kisluk, 65 Forestville Ave commenting on the budget.

Call-in from Representative Bill Petit complimenting the Town Council on the budget

#### X. NEW BUSINESS

1. <u>Consider proposed amendments to Streets, Sidewalks & Driveways Ordinance-</u> Article I: Street Openings-See Addendum

Vice Chairwoman Tompkins motioned to adopt the proposed amendments to ordinance Chapter 374 Streets, Sidewalks and Driveways-Article I: Street Openings. The motion was seconded by Councilman Underwood and passed 7-0.

#### 2. Auditor Appointment

Vice Chairwoman Tompkins motioned to appoint the firm of BlumShapiro to conduct an audit for the Town of Plainville for the fiscal year ending June 30, 2020. The motion was seconded by Councilman Wazorko and passed 7-0.

#### 3. Consider action regarding Governor's Executive Order 7S

Vice Chairwoman Tompkins motioned to approve the offering of the "Deferment Program" to eligible taxpayers pursuant to Section 6 of Governor Lamont's Executive Order 7S and authorize the Town Manager Lee to notify the State of CT Office of Policy and Management. The motion was seconded by Councilman Cox. Discussion followed. The motion passed 7-0.

#### 4. Tax Refunds-See Addendum

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

#### XI. OTHER DISCUSSIONS OF INTEREST

Attorney Mastrianni, regarding the Tax Deferment Program wanted to clarify that taxpayers with mortgages that are escrowed with their banks, do not qualify for the deferment. The banks are required to pay taxes to the Town. It's estimated that 60% of real estate taxes are escrowed.

#### XII. MATTER APPROPRIATE FOR EXECUTIVE SESSION

#### XIII. ADJOURNMENT

The meeting adjourned at 8:00pm.

Respectfully submitted by,

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

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Chapter 347
STREETS, SIDEWALKS AND DRIVEWAYS
ARTICLE I
Street Openings

Proposed amended sections to read as follows:

§ 347-3 Application for Permit. Delete existing and replace with the following language:

A. The application for such permit shall be upon a form provide by the Department of Technical Services, Part A Registration of Contractors and Part B Type of Construction and Location.

4/20/20 Page 8 of 13 B. Registration of Contractors and Requirements – Part A.

Any contractor or individual who performs any construction activity including the installation of driveways and sidewalks within any Town of Plainville Right of Way shall be registered with the Town of Plainville prior to commencing any such activity. Only licensed contractors, licensed individuals, governmental agencies or public service companies can be registered. Registrations shall be valid from January 1 to December 31 of each calendar year. Each calendar year all contractors or individuals shall renew their registration.

Registration forms may be obtained in the Town's Engineering Department or on the Town's Website. The requirements to become a registered contractor or individual shall be as follows:

- 1. Complete and submit a registration form along with a fifty (\$50.00) fee to the Town of Plainville;
- 2. Homeowners will not be able to register as a contractor. Only licensed professionals will be permitted to register as contractors. Licensed professionals are those contractors and/or individuals that hold and maintain a P1, P7, P-9 or HIC licenses in the State of Connecticut.

  Contractors and/or individuals holding and maintaining licenses from other states are not eligible;
- 3. The contractor and/or individual shall supply the Town an insurance surety bond with a Power of Attorney, certified check, passbook account for ten thousand (\$10,000.00) dollars and a two thousand five hundred (\$2,500.00) cash bond. The surety bond shall be on an approved form. All bonds shall be effective/valid for two (2) or more years after issuance; and
- 4. <u>Provide a Certificate of Insurance.</u> Coverage shall be effective for the entire calendar year with the following coverage:

**Workers Compensation** 

Accident

**Disease Policy Limit** 

Disease each Employee

**Contractor Liability** 

General Aggregate -

Products Completed Ops Aggregate -

Personal Injury Advertising -

Each Occurrence - \$1,000,000.00

Fire Damage -

**Medical Expense Limit** 

Automobile Liability

Bodily Injury & Property Damage Combined Single Limit

All insurance certificates shall be from carriers authorized to conduct business in the State Connecticut having A.M. Best Rating of A- or higher. The applicant agrees to hold harmless, indemnify, protect and defend the Town of Plainville, its agents, servants and employees from any liability for injuries and damages to the

contractor, its employees, agents, subcontractors, guests, third parties and incidents to or resulting from any and all operations resulting from the contractor's activities. The limits of the coverage shall be set by the Town's Insurance Commission.

Insurance coverage shall be maintained until the Town completes the final restoration or one year after the completion of the work whatever happens first.

Public utility companies shall not be required to post bonds if contrary to the Department of Energy and Environmental Protection Regulations. Public Utilities shall be billed directly for the actual cost incurred by the Town resulting from deficient work.

#### C. Type of Construction and Location Requirements – Part B.

Registered contractors or individuals shall describe the type of construction, location, estimate the magnitude of the impacted area on a form provided by the Town's Engineering Department or the Town's Website. A supplementary bond amount will be required for activities in which the impact will exceed more than one hundred (100) linear feet. The supplementary bond value will be calculated as follows: for each additional one hundred (100) linear feet of Right of Way disturbed or any part thereof an additional \$2,500.00 will be required.

#### D. Permanent Restoration Fee Process.

- 1. The permanent restoration of all excavations and utility trenches in any roadway maintained by the Town of Plainville shall be completed by the Town of Plainville and/or contractor retained by the Town of Plainville. All contractors working within the Town of Plainville's Right of Way shall secure a Street Opening Permit prior to any construction activities occurring within the Town's Right of Way and notify the Town of Plainville not less than forty-eight (48) hour prior to commencing any excavation.
- 2. At the time of issuance of the Street Opening Permit, the permittee shall deposit a fee equal to the estimated cost of the permanent trench restoration plus ten (10%) percent. The prepaid fee shall be calculated utilizing units and corresponding prices set by the Town of Plainville. Annually, the Town of Plainville shall set the yearly unit cost for construction items and activities related to trench pavement restoration. A schedule of these units and related costs will the attached to the Street Opening Permit to assist the permittee in determining the value of the prepaid restoration fee. The unit costs will be determined utilizing past unit costs and/or annual bid(s) received for permanent trench pavement restoration.
- 3. The contractor or individual shall estimate the costs related to the permanent trench restoration. Calculations shall be attached to the Street Opening Permit Application. Upon submission of the permit application, the Town will evaluate the contractor's estimate determining whether it's reasonable and acceptable or adjust the units and/or costs accordingly.
- 4. The trench restoration dimensions shall be estimated based on the length and width of the impacted area. The width shall be estimated as follows: pipe diameter plus twenty-four (24") inches plus twelve (12") for every average trench depth in

excess on four (4) feet. Example width calculation – Installation of six (6") inch pipe at an average depth of five (5') feet: 6" + 24" + 12" = 42" or 3.5 feet.

- 5. The contractor or individual shall be responsible to install, repair and maintain a transitional patch for a period up to one year after the completion of construction. The intent is that the transitional patch will experience one winter season. During the period between the installation of the transitional patch and commencing the process to complete the permanent patch, the permittee shall promptly correct all defects upon order of the Town of Plainville. Failure to promptly act, shall result in damage claims resulting from the defect and any costs incurred by the Town to rectify the matter. Any Town incurred costs will be taken from the cash bond posted with the registration form. The contractor's or individual's Contractor's Registration will be suspended until the posted cash bond is replenished to two thousand five hundred (\$2,500.00) dollars. Multiple infractions, (three or more in any eighteen (18) month time) may result in a temporary or permanent suspension of the contractor's or individual's registration.
- 6. Upon completion of the permanent trench restoration, the actual work activities shall be measured, and final costs tallied. The actual final cost will be compared to the prepaid estimated cost. Should the final cost exceed the prepaid estimate, the contractor shall be billed the difference. Failure to reimburse the Town for any billed additional costs within thirty (30) calendar days will result in forfeiting those funds from the cash registration bond and suspension of the ability to secure future permits until the cash bond is replenished. Should the owed value exceed the cash bond and the contractor fails to reimburse the Town the additional amount, the Town will invoke any and all penalties as prescribed by law. No permits shall be issued until the cash bond is replenished.
- 7. The Town shall maintain records of all issued Street Opening Permits. Such records may include the date the Street Opening Permit was issued, contractor or individual's contact information, location and extent of the construction activities, dates the contractor/individual notified the Town when construction was to commence and temporary pavement was installed, value of the prepaid restoration fee and actual cost of the restoration.

#### § 347-6 Sidewalk Restoration.

A. Whenever it is necessary to excavate or trench under or in the vicinity of a public sidewalk, whether stone, bituminous concrete or concrete, a temporary walkway shall be maintained. At the close of each workday, the sidewalk shall be restored in such a manner as to render the walk safe for public use. Upon the completion of construction activities, the applicant shall restore the disturbed sidewalk to its original condition. All restoration activities shall comply with applicable Town regulations. The applicant shall be responsible for requesting inspections of the restoration activities by the Department of Technical Services at the required times.

provide a transitional sidewalk restoration. The intent of the transitional surface restoration is a semi-permanent surface, bituminous concrete, that would experience a winter season prior to final restoration. Such surface would be maintained by the permittee for a period up to one calendar year.

- B. The restoration activities transitional sidewalk restoration shall be completed within 30 calendar days of finishing the excavation. The sidewalk materials and installation method shall be in accordance with the regulations of the Planning and Zoning Commission.
- C. Section deleted entirely
- § 347-7 Curb Restoration. Delete entirely and replace with the following text

Whenever it is necessary to disturb or remove the roadway curbing, the permittee shall be required to temporarily replace or repair the curbing with bituminous concrete.

§ 347-10 Permanent Restoration – <u>Delete entirely</u> § 347-10 Transitional Pavement Surface Restoration – New Section

- A. A transitional pavement surface restoration shall commence within three (3) business days of the completion of the work. The contract shall notify the Town of Plainville at least forty-eight (48) hours in advance of the start of any work related to the installation of the transitional pavement surface restoration.
- B. The intent of the transitional pavement surface restoration is a semi-permanent restoration that would experience a winter season prior to the final pavement restoration. Such a pavement restoration would be maintained by the permittee for a period up to one calendar year.
- C. Installation of the transitional pavement surface restoration shall begin by removing all the temporary patch material, whether hot or cold mix bituminous concrete.

  The edges of the impacted area shall be recut not less than twelve (12") inches wider than the original impacted area to create reasonably straight longitudinal and traverse lines. The width of the cutback shall be increased beyond twelve (12" inches to remove any unsound pavement as directed by the Town of Plainville.

  Additionally, all rounded edges shall be recut square.
- D. The subgrade shall be regraded and compacted providing enough depth for the bituminous base and wearing courses. The thickness of the new pavement shall be four (4") inches or equal to the existing pavement thickness whatever is greater. If required, the permittee shall add or remove subgrade material as necessary to establish the proper grades. During grading, care shall be taken not to disturb or undermine the adjacent pavement or subgrade material. Any areas disturb during subgrade preparation shall be repaired as directed by the Town of Plainville.

  Mechanical compaction shall continue until the density of the compacted material achieves ninety-five (95%) percent of the theoretical dry density.
- E. Emulsified asphalt tack coat shall be applied to all cut edges prior to the installation of the new bituminous pavement.
- F. A least two courses of hot mix bituminous concrete shall be installed. The type and thickness of each course shall be determined by the Town of Plainville. The installation of bituminous concrete shall only occur when weather conditions are

favorable. Pavement installed during unfavorable weather conditions shall be ordered removed by the Town of Plainville. The pavement shall be shaped and compacted to conform to the existing crown of the roadway. Compaction shall continue on each course until the density of the pavement achieves ninety-five (95%) percent of the theoretical density. The finish surface shall meet the existing pavement in a neat and true manner.

G. All materials used for the transitional pavement surface restoration shall conform to the applicable Town Standards or applicable specifications in the most current State of Connecticut Department of Transportation document "Standards for Roads, Bridges and Incidental Construction".

§ 347-11 Roadway Preparation - Delete entirely

§ 347-12 Permanent Pavement - Delete entirely

§ 347-13 Sealing Joints – Delete entirely

§ 347-14 Exception to Restoration Requirements.

B. Delete existing and amend to read

The permittee shall be required to provide funds for an overlay of the entire roadway width at a thickness of 1½ inches of bituminous concrete if the area of the permanent restoration exceeds 1/3 of the total area of the roadway.

C. <u>Delete Section entirely</u>

#### § 347-15 Maintenance Period – Delete entirely

§ 347-17 Authority of the Director of Technical Services/Town Engineer.

\*\*\*\*

	Refunds (	4/20/2020 Current Year	Amount
1	Nissan Infiniti LT, Dallas, T	X	\$58.58
	Total		\$58.58



## APPOINTMENTS TO BOARDS AND COMMISSIONS PENDING AS OF 5/1/20

No Appointments due

### TOWN OF PLAINVILLE - BID OPENING

BID #: 2020-10 BUDGET AMOUNT: \$ \_\_\_\_\_

TITLE: Airport Taxiway Improvements DEPARTMENT: Town Manager's Office

DATE: April 23, 2020 TIME: 2:00pm LOCATION: Town Manager's Office

BIDDER/SALES REPRESENTATIVE	BASE BID	ALTERNATIVE(S)
Empire Paving Inc.	2,269,992.	
North Haven, CT		
Laydon Industries, LLC	2,499,410,	
New Haven, CT	· · · · · · · · · · · · · · · · · · ·	
Loureiro Contractors Inc.	2,467,808.	
Plainville, CT	2,701,0	
Mizzy Construction Inc.	2 285 5/2/2	
Plainville, CT	3,285,566.	
Tilcon Connecticut Inc.	2,389,944.	
New Britain, CT		
Waters Construction Company, Inc.	2,463,270,	
Bridgeport, CT	2/143/	
B&W Paving & Landscaping, LLC	3,119,560.	·
Waterford, CT	- / /	

TOWN OFFICIALS PRESENT:

VIII-a.

#### DRAFT INTER-COMMUNITY AGREEMENT OF THE BRRFOC April 2020 v. 1

INTER-COMMUNITY AGREEMENT BETWEEN THE CITIES AND TOWNS OF BERLIN, BRANFORD, BRISTOL, BURLINGTON, HARTLAND, NEW BRITAIN, PLAINVILLE, PLYMOUTH, PROSPECT, SEYMOUR, SOUTHINGTON, WARREN, WASHINGTON, AND WOLCOTT, each a municipality and political subdivision of the State of Connecticut (each, a "Municipality" and, together, the "Municipalities")

This INTER-COMMUNITY AGREEMENT, is a successor to, and replacement of the 1985 Inter-Community Agreement as amended, which established the Resource Recovery Operating Committee (a/k/a BRRFOC), and by and between the Municipalities after execution on behalf of every Municipality on or before , 2020 by and between the Municipalities.

#### WITNESSETH

WHEREAS, Conn. Gen. Stat. Sections 7- 339a-l et seq grant to BERLIN, BRANFORD, BRISTOL, BURLINGTON, HARTLAND, NEW BRITAIN, PLAINVILLE, PLYMOUTH, PROSPECT, SEYMOUR, SOUTHINGTON, WARREN, WASHINGTON, and WOLCOTT, the "Municipalities" the power and authority to establish by ordinance and regulation the means to carry out the duties, responsibilities and legal obligations of municipal government; and

WHEREAS, Conn Gen. Stat. Section 22a-221 grants municipalities the authority to enter into inter-community agreements for purposes of establishing an Operating Committee; and

WHEREAS, in accordance with that statutory authority, the Resource Recovery Facility Operating Committee (the "BRRFOC") was formed pursuant to the 1985 Inter-Community Agreement, as subsequently amended from time to time and binding the respective Municipalities with respect to constructing and operating the Bristol Resource Recovery Facility under a service agreement which expired in June 2014; and

WHEREAS, the Municipalities desire to continue their participation in an inter-community agreement as members of the BRRFOC tasked by the State with the responsibility for managing solid waste generated within their respective Municipalities; and

WHEREAS, the Municipalities are jointly engaged in the disposing of solid waste and managing recyclables pursuant to the Municipal Solid Waste Disposal and Recycling Services Agreement ("MSW & Recycling Agreements") and dated December 21, 2012 as amended; and

WHEREAS, the Municipalities now comprise the Bristol Facility Policy Board pursuant to Section 1.7 of the MSW & Recycling Agreements; and

WHEREAS, the Municipalities desire to continue contractual relationships to provide the residents and businesses of their municipalities with solid waste disposal services in their capacity as members of the BRRFOC.

NOW THEREFORE, subject to the terms and conditions printed below, the Municipalities agree:

#### ARTICLE I: Authority for Agreement; Effective Date; Duration; Withdrawal

- 1-1. This Agreement is entered into pursuant to Conn. Gen. Stat. Sections 7-339a-7-3391 inclusive, as amended.
- 1-2. The effective date of this Agreement shall coincide with that date on which the Agreement is ratified by the Municipalities pursuant to Conn. Gen. Stat. Section 7-339c.
- 1-3. The term of this Agreement shall be from the effective date to December 31, 2034 unless otherwise terminated pursuant to the terms of this agreement or extended in accordance with an amendment to this agreement approved by Conn. Gen. Stat. Sections 7-339a-7-339l or such other enabling legislation adopted by the General Assembly after the effective date of this agreement.
- 1-4. Any municipality that is a party to the Agreement may, by vote of its legislative body prior to June thirtieth in any year, elect to withdraw from this Agreement. The effective date of the withdrawal ("Effective Date") shall be the first day of the fiscal year (July first) that immediately follows the lapse of one year (365 days) from date of receipt of a notice of withdrawal from the withdrawing municipality. Such withdrawal shall not relieve the withdrawing municipality from any liability or obligation it incurred up to and through the Effective Date.
- 1-5. Unless two or more Municipalities opt to continue this Agreement in accordance with the provisions of this section, the withdrawal of five or more of the Municipalities shall terminate this Agreement as of the Effective Date of withdrawal, as defined in Section 1-4 above. Upon termination of this Agreement, any operating assets shall be distributed among the constituent municipalities in accordance with their proportionate shares for the year in which the agreement is terminated, as established by Article V hereof and any capital assets shall be distributed between the constituent municipalities in the same ratio in which they were purchased. If one or more of the Municipalities wishes to continue operations of the BRRFOC, it will compensate the other municipality for its share of the assets based on the depreciated values as determined by the most recent audit. The amount may be paid over the remaining years of the agreement, or as determined by a duly called vote approved by a majority of the Municipalities that are parties to the Agreement at the time of the of the termination, whichever occurs sooner. Termination of this Agreement shall not affect obligations of any Municipality established under the MSW & Recycling Agreements, including participation in the Bristol Facility Policy Board.

#### ARTICLE II: Powers of the BRRFOC

- 2-1. In order to furnish or provide for the joint use or benefit of the Municipalities services, personnel, facilities, equipment, or any other property or resources associated with management and disposal of solid waste generated by the municipalities, with the pledge of the full faith and credit of the Municipalities, the BRRFOC shall have the following powers and obligations:
  - a. To provide for the residents and businesses of the Municipalities management and other services including but not limited to personnel, facilities, equipment and any other property or resources needed to carry out collection and

disposal of Mixed Municipal Solid Waste and Municipal Solid Waste, Household Hazardous Waste and recyclables subject to available appropriations authorized in the BRRFOC's annual operating budget.

- b. Ensure accurate reporting of deliveries of Acceptable Solid Waste, Acceptable Recyclables, Household Hazardous Waste, or other materials and provided by one of more of the Municipalities, a facility, or a contractor to the BRRFOC, subject to the reasonable accuracy of such information and in the possession of the BRRFOC in a timely fashion.
- c. In conjunction with reporting of deliveries noted above, confirm the proper amounts allocated to the Municipalities as the "Electrical Revenue Share" (Section 3.1 (d) of the MSW & Recycling Agreements as amended) conform with waste delivery receipts at one or more of the Designated Facilities utilized by Covanta Bristol, Inc. or its assignee.
- d. To perform calculations to establish the "Annual Reserved Capacity", the "Monthly Capacity Limit", and similar contractual parameters established within the MSW & Recycling Agreements.
- e. To act as agent on behalf of the Municipalities with respect to prescribed responsibilities of the Bristol Facility Policy Board, as stipulated in the Section 1.7 of the MSW & Recycling Agreements to the extent such activity conforms with applicable laws of the State of Connecticut.
- f. To undertake such obligations on its behalf or as agent on behalf of the Municipalities pursuant to any subsequent contract regarding the provision of solid waste disposal and recycling services when and if the Solid Waste Disposal and Recycling Agreement expires or is terminated.
- g. Adhere to and administer outstanding obligations of the BRRFOC, including but not limited to retaining staff employed as of the date of this Agreement, commitments for employee benefits, vacation, holiday and sick leave, and severance payments.
- h. Managing reserve funds, preparing, and distributing financial reports as required by statute including those required by Conn. Gen. Stat. Sections 4-230 through 4-236 and Sections 7-391 through 7-397, and manage retention of documents in accordance with Conn. Gen. Stat. Section 11-8(a).
- To employ staff, fix their duties and determine their compensation within appropriations established in the annual operating budget.
- To retain by contract or employ counsel, auditors, engineers, private consultants, and advisers.
- To engage legal counsel for purposes of preserving contractual services and advocating for and defending the interests of the BRRFOC Municipalities.

Commented [SJKR1]: The idea here is that this document would empower BRRFOC to enter different contracts in the future as an inherent power rather than requiring amendments to the intercommunity agreement when future contracts are negotiated. If the agreement is that only some are in for recycling, fine. But if in the future everybody wants to make a deal with everybody in, this would allow BRRFOC to enter the agreement.

Commented [SJKR2]: Goes without saying but I'm fine with the addition.

- To purchase, lease or rent and hold in its name such real and personal property as it may deem necessary, convenient, or desirable.
- m. To contract with municipalities, municipal, state, and regional authorities, and state and federal agencies to provide and/or receive waste management services in accordance with the provisions of this Agreement.
- To accept gifts or grants of funds, property, or services from any source, public
  or private, subject to the provisions of this Agreement, with the terms and
  conditions thereof.
- To exercise any authority expressly granted to an operating committee by statute including those granted by Conn. Gen. Stat. Section 7-339l.

#### ARTICLE III: BRRFOC Governance

- 3-1. The policy-making legislative body of BRRFOC shall be its Policy Board.
- 3-2 Composition of the Policy Board. The Policy Board shall consist of one (1) representative from each of the Contracting Communities, which representative shall be, in the case of each Contracting Community, the chief executive officer or designee of the chief executive officer.
- 3-3 Term of Policy Board Members. Each member of the Policy Board shall serve until a successor is chosen by the legislative body the Municipality, and in the case of a member who is the designee of any chief executive officer, by the chief executive officer of the Municipality

#### 3-4. Policy Board Meetings.

- a. Annual Meeting. An annual meeting shall be held during the month of November, or at the earliest time thereafter when a quorum is convened at a duly called meeting at which time it shall elect officers, adopt or ratify bylaws of the Policy Board, adopt a schedule of regular meetings until the next annual meeting and conduct such other business put before the Policy Board. The bylaws attached hereto and incorporated herein shall be the bylaws of the Policy Board and shall remain effective until the next annual meeting following the Effective Date of the Agreement.
- Regular meetings shall be held in accordance with the schedule of meetings adopted at the Annual Meeting.
- Special meetings may be called at any time by the President or by written petition signed
  by seven members of the Policy Board and filed with the Secretary.
- d. Notice of meetings shall be provided in accordance with the Connecticut Freedom of Information Act, Title 1, Chapter 14 of the Connecticut General Statutes ("FOIA"). Unless prohibited by the FOIA, in addition to any requirement of notice imposed by the FOIA, the Secretary shall notify members of meetings by mail or electronic mail notice thereof pursuant containing the date, time, and place thereof and a proposed agenda therefor. Except in the case of an emergency, the notice should be sent not more than twenty (20) nor less than seven (7) days before the meeting date. In the case of an emergency, notice of a meeting Policy Board shall be deemed adequate if given to each member either orally or by electronic mail or physical delivery at least forty-eight (48) hours before said meeting.

- e. To the extent permitted by the law, the members of the Policy Board may participate in a meeting thereof by means of a conference telephone or similar communications equipment.
- f. Minutes of all meetings of the shall be taken and mailed by the Secretary to all members not later than two (2) weeks after each meeting and filed in accordance with any requirements of the FOIA.
- 3-5 Quorum. At any meeting of the Policy Board a majority of the members will constitute a quorum for the transaction of business. In the event of a quorum not being present, a lesser number may adjourn the meeting to some future time.
- 3-6 Voting. Except as otherwise provided by the Bylaws, the vote of a majority of the members present is required to approve any motion.

#### **ARTICLE IV: BRRFOC Executive Officer**

- 4.1 -Executive Director. The Executive Director engaged by the Policy Board shall be the chief executive officer of BRRFOC, and in his or her absence, the acting President shall fulfill that position.
- 4-2. The Executive Director shall represent the interests of the Participating Municipalities with regard to the Agreement. The Executive Director shall be responsible for preparing executing the day to day management of BRRFOC including the preparation of agendas and minutes of Policy Board meetings and related administrative duties, preparation and presentation of a proposed budget to the Policy Board, providing quarterly financial statements to the Policy Board, serving as liaison for the Municipalities and assist with matters of environmental compliance, solid waste management, advocacy, and related tasks supporting the efforts of chief executive officers of the Municipalities.

#### Article V Budget, Revenues and Expenditures

- 5-1. The Policy Board shall adopt an annual operating budget prior to the start of the Fiscal Year which shall contain estimated expenditures and income for the next fiscal year and may include estimated surpluses and reserves for capital and nonrecurring expenditures.
- 5-2 The Municipalities shall pay their proportionate share of costs and current expenses necessary for the operation and management of the BRRFOC as delineated in the adopted Fiscal Year operating budget. The costs and expenses of furnishing and providing the services, personnel, facilities, equipment, other property or resources shall be prorated based upon the proportion of each town's residential municipal solid waste delivered in the immediately preceding calendar year for the subsequent Fiscal Year Annual Budget, or prorated as otherwise determined by the Policy Board, which shall fix the date or dates of payment of such costs and expenses during each fiscal year. The Policy Board may provide special, out of the ordinary services as requested by a constituent municipality, provided the cost of such services is borne entirely by said municipality.
- 5-3. Expenditures of the BRRFOC shall not exceed the funds allocated by the approved budget. The BRRFOC may receive funds from the Municipalities for necessary expenditures.

The BRRFOC may transfer any unexpended balance of any line item or items included in the budget to any other line item or items.

5-4. The fiscal year of the BRRFOC shall begin on July 1, and end on June 30 of the following calendar year.

#### **ARTICLE VI: Miscellaneous**

- 6-1. Arbitration: All disputes between the parties to this Agreement shall be first mediated and if not resolved, arbitrated. Either party can ask for mediation in which case arbitration of the dispute shall be deferred until the mediator determines an impasse has been reached. Arbitration may be done under the auspices of a private alternative dispute resolution organization located within Middlesex or Hartford Counties and all costs and expenses of the arbitration shall be awarded by the arbitrator. All decisions of the arbitrator shall be binding and final and not subject to appeal to the courts of Connecticut. All expenses of mediation shall be borne equally by the parties.
- 6-2. Indemnification: Each constituent municipality shall obtain indemnification of itself and the officials, officers or employees hereunder, to the extent required by Conn. Gen. Stat. Sec. 7-101a by means of insurance or otherwise against any losses, damages, or liabilities arising out of the receiving, obtaining, furnishing, or providing of services, personnel, facilities, equipment, or any other property, or resources, pursuant to this Agreement.
- 6-3. Severability: If any provision, Section, Article or clause of this Agreement, or the application of any such provisions, Section, Article or clause, to any person, or circumstances, shall for any reason be held invalid, the remainder of this Agreement shall not be affected thereby and the application of such provision, Section, Article, or clause to persons, or circumstances, other than those as to which it shall have been held invalid, shall not be affected thereby.

#### Article VII Definitions

As used in this Agreement, the following terms shall be given the meanings as defined herein:

"Acceptable Recyclables" means items designated as items required to be recycled under regulations adopted by the Commissioner of Energy and Environmental Protection pursuant to Conn. Gen. Stat §22a-241b or as otherwise required to be recycled by statute.

"Acceptable Solid Waste" means mixed household solid waste and commercial solid waste generated within the boundaries of one or more of the Municipalities (including trash, refuse and garbage), other than Recyclable Materials, which has the characteristics of Solid Waste and which is (i) normally collected or disposed of by householders or other residents and by churches, schools and other municipal buildings (which for purposes of this Agreement shall be deemed to be household waste) or by commercial businesses, and (ii) permitted under then Applicable Law to be accepted at the Delivery Point, processed at the Designated Facility and/or disposed of at a Landfill, and which is not Unacceptable Waste or Recyclable Materials or Acceptable Bulky Waste.

Commented [M3]: Officers liability, errors and omissions? Would this be a policy beyond any insurance provided by a municipality?

Commented [SJKR4R3]: No.

Commented [M5]: refer to statutory definition of mandated items? The list below is in the contracts for 9 of 14 towns, not sure about others.

Commented [SJKR6R5]: That's a good idea.

Commented [SJKR7]: To my knowledge recyclables are limited to those designated by regulation, not by statute, but this clause would account for possible future changes in legislation.

"Agreement" means this intra-community agreement between the Municipalities.

#### "Annual Operating Budget..."

"Bristol Resource Recovery Facility Operating Committee" or "BRRFOC" shall mean the political subdivision of the state of Connecticut formed by the Municipalities pursuant to Conn. Gen. Stat. Sections 7- 339a-l and 22a-221a.

"Conn. Gen. Stat." shall mean the Connecticut General Statutes.

"Costs" shall mean all costs, or expenses, which are, or shall be incurred by the BRRFOC, or its employees and agents, under this Agreement, in connection with the receiving, obtaining, providing, or furnishing of services, personnel, facilities, equipment, other property or resources, or the performance of any of the functions or activities contemplated by this Agreement.

"Inter-community agreement" means the agreement dated as of August 1, 1985, by and among the towns and cities of Bristol and New Britain and the towns of Berlin, Burlington, Plainville, Plymouth, Southington, and Washington, as such agreement has been amended to include the towns of Wolcott, Warren, Hartland, Branford, Seymour, and Prospect and subsequently amended from time to time.

"Hazardous Waste" means any waste which by reason of its quality, concentration, composition or physical, chemical or infectious characteristics is deemed to be a hazardous waste pursuant to Conn. G.S. § 22a-115 and Regulations of Connecticut State Agencies § 22a 449(c)-101. With regard to materials or substances which are not Hazardous Waste as of the Effective Date of this Agreement, if any law shall subsequently declare, or if any governmental agency or unit having appropriate jurisdiction shall thereafter determine, that such materials or substances are hazardous, then such materials or substances shall be considered Hazardous Waste for the purposes of this Agreement as of the effective date of such governmental determination.

"Mixed Municipal Solid Waste" means municipal solid waste that consists of mixtures of solid waste which have not been separated at the source of generation or processed into discrete homogeneous waste streams such as glass, paper, plastic, aluminum or tire waste streams provided such wastes shall not include any material required to be recycled pursuant to section 22a-241b of the Connecticut General Statutes.

"Municipalities" shall mean the Cities and Towns of Berlin, Branford, Bristol, Burlington, Hartland, New Britain, Plainville, Plymouth, Prospect, Seymour, Southington, Warren, Washington, and Wolcott.

"Municipality" shall mean any single one of the Municipalities.

"Municipal Solid Waste" means solid waste from residential, commercial and industrial sources,.

"Policy Board" means the legislative body of the BRRFOC constituted by the Municipalities to consider matters relating to this Agreement.

Commented [SJKR8]: Again, we can define this term but, as noted above, it is a commonly understood term that need not be defined as long as we eliminated the capital letters suggesting that it was a defined term.

"Recycling" means the processing of solid waste to reclaim materials there from.

"Recycling facility" means land and appurtenances thereon and structures where recycling is conducted, including but not limited to, an intermediate processing center as defined in section 22a-260 Connecticut General Statues.

"Solid Waste" means unwanted or discarded solid, liquid, or semisolid or contained gaseous material excluding solid waste consisting of incidental amounts of recyclable solid waste, significant quantities of hazardous waste as defined in section 22a-115 of the Connecticut General Statues, land clearing debris, demolition debris, biomedical waste, sewage sludge and scrap metal.

[signature lines to be included]

Commented [M9]: necessary to define MSW and SW?

Commented [SJKR10R9]: I think it's a good idea once we eliminated the redundant and perhaps inconsistent language from the two definitions.