

**\*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**  
**August 17, 2020 - 6:30pm**

**6:30pm EXECUTIVE SESSION:**

**Land Acquisition Matters**

**REGULAR MEETING**  
**PLAINVILLE TOWN COUNCIL MEETING**  
**COUNCIL CHAMBERS – MUNICIPAL CENTER**  
**August 17, 2020 - 7:00pm**

**I. PRESENTATIONS:**

**II. PUBLIC HEARING**

**III. MINUTES OF PREVIOUS MEETING**

July 20, 2020 Special and Regular Meeting and August 6, 2020 Special Meeting

**IV. ANNOUNCEMENTS – REPORTS**

**V. APPOINTMENTS/RESIGNATIONS**

1. Police Officer Appointments
2. Firefighter Appointments
3. 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. Tropical Storm Impact
2. FAA Grant Offer – Reconstruction of Airport Taxiways
3. Robertson Airport Painting - Hangar 3, 4, 6
4. Buildings & Grounds Light Duty Truck
5. Police Union Contract
6. FFY2020 State Homeland Security Grant Program Memorandum of Agreement
7. COVID-19 Update
8. Financial Dashboard
9. Happenings

**IX. PUBLIC COMMENTS**

**X. OLD BUSINESS**

**XI. NEW BUSINESS**

1. FAA Grant Offer – Reconstruction of Airport Taxiways
2. Bid#2021-04 Robertson Airport Painting - Hangar 3, 4, 6
3. Bid #2021-06, Buildings & Grounds Light Duty Truck
4. Police Union Contract
5. Resolution regarding FFY2020 State Homeland Security Grant Program Memorandum of Agreement
6. Tax Refunds – Addendum

**XII. OTHER DISCUSSIONS OF INTEREST**

**XIII. MATTER APPROPRIATE FOR EXECUTIVE SESSION**

**XIV. ADJOURNMENT**

**PUBLIC COMMENT:**

**Following are ways to submit Public Comments to the Town Council:**

- 1) Email: [tcpubliccomments@plainville-ct.gov](mailto:tcpubliccomments@plainville-ct.gov) Please submit by 4:00pm Monday, August 17.
- 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 are for the August 17<sup>th</sup> public comments. Emails and voice mail messages will be relayed to the Town Council before or after the meeting, depending on when they are received.

**PUBLIC PARTICIPATION INFORMATION – DAY OF MEETING:**

- 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. Be advised, streaming will begin at 7:00pm. Please refer to our “Spotlight” section on the Home Page ([www.plainvillect.com](http://www.plainvillect.com)) for this information.
- For **Audio Only** participation, dial (Toll Free) 888-788-0099 or 877-853-5247 and enter Webinar ID: 834 2100 6784

III-1,

**MINUTES  
PLAINVILLE TOWN COUNCIL  
COUNCIL CHAMBERS – MUNICIPAL CENTER  
SPECIAL MEETING  
July 20, 2020 – 6:00p.m.**

**EXECUTIVE SESSION:                    Potential Litigation Matter**

Councilwoman Pugliese called the virtual Executive Session to order at 6:00pm. Also, in attendance were, Vice Chairwoman Tompkins, Council members Wazorko, Morante, Gnazzo, Rocco and Underwood, Town Manager Lee, Assistant Town Manager Daskal, Town Attorney Mastrianni, Superintendent LePage and Director of Business and Operation Adlerstein

Discussion ensued regarding a potential litigation matter.

Executive Session ended at 6:45pm. No action was taken

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

- I.    **PRESENTATIONS:**
  
- II.   **PUBLIC HEARING**
  
- III. **MINUTES OF PREVIOUS MEETING**  
June 15, 2020 Regular Meeting
  
- IV.  **ANNOUNCEMENTS – REPORTS**
  
- V.    **APPOINTMENTS/RESIGNATIONS**
  - 1. Probationary Firefighter Resignation
  - 2. Housing Authority Commission
  - 3. Aviation Commission
  - 4. 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. Review of Police Policies-Police Chief Catania
2. Private Developer for White Oak-Draft RFQ
3. Farmington Canal Heritage Trail Update
4. Preliminary FY2020 Year End
5. Bid #2020-E, High School Security Vestibule
6. Bid #2021-02 Replacement 4WD Mower
7. COVID-19 Update
8. Happenings

**IX. PUBLIC COMMENTS**

**X. OLD BUSINESS**

**XI. NEW BUSINESS**

1. Bid #2020-13E, High School Security Vestibule
2. Bid #2021-02 Replacement 4WD mower
3. Tax-Refunds-Addendum

**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, Rocco, Underwood, Town Manager Lee, Assistant Town Manager Daskal, Attorney Mastrianni, Intern Kylie Boule and Town Clerk Skultety.

Also, in attendance were Chief Catania and Finance Director Buden.

**I. PRESENTATIONS**

**II. PUBLIC HEARING**

**III. MINUTES OF PREVIOUS MEETING**

Vice Chairwoman Tompkins motioned to approve the minutes of June 15, 2020 Regular Meeting. The motion was seconded by Councilman Gnazzo and passed 7-0.

\*Councilman Wazoroko motioned to add agenda item:

**XIII. MATTER APPROPRIATE FOR EXECUTIVE SESSION**

**1. Personnel Matter**

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

**IV. ANNOUNCEMENTS – REPORTS**

Chairwoman Pugliese and other Town Council members visited the Fire Department to look at the new apparatus.

**V. APPOINTMENTS/RESIGNATION**

**1. Probationary Firefighter**

Councilman Gnazzo motioned to accept with regret the resignation of Probationary Firefighter Lauren Lederman from the Plainville Fire Department. The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.

**2. Housing Authority**

Councilman Underwood motioned to appoint Leona Bisson (D) 216 Trumbull Ave, to the Housing Authority for the term ending January 31, 2021. The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.

**3. Aviation Commission**

Councilman Wazoroko motioned to appoint Francis Cawley (U) 25 Usher Ave, as an Alternate Member of the Aviation Commission for the term ending October 31, 2021. The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.

**VI. BOARD OF EDUCATION LIAISON (3<sup>rd</sup> Monday Meetings Only)**

No report

**VII. REPORT OF TOWN ATTORNEY**

No report

## **VIII. REPORT OF TOWN MANAGER**

- **Review of Police Policies – Police Chief Catania**

Chief Catania participated in the meeting to review the Plainville Police Department's "Policy Governing Use of Force". The policy was issued on April 1, 2019.

The Governor has requested that the Legislature meet in Special Session to consider several items. One of these items is proposed legislation entitled "*An Act Concerning Police Accountability*". Chief Catania explained the similarities and differences between the Plainville "Policy" and the proposed "Act".

Chief Catania spoke to the issue of police body cameras. Chief Catania and Town Manager Lee both are supportive of having the Plainville Police Department being equipped with body cameras. Initial cost and annual maintenance costs were discussed. There was a consensus of the Town Council to move forward with a proposal to purchase body cameras and related items sooner than later.

- **Private Developer for White Oak – Draft RFQ**

Town staff has developed a "Draft RFQ for the Former White Oak Construction Brownfield Redevelopment". The RFQ is aimed at engaging development firms for the purchase, remediation, redevelopment and marketing for the White Oak property.

The goal is to find a developer who is interested in developing a multi-use anchor tenant for the downtown.

The Town has submitted two state applications that are currently under review. These applications include a request to modify the groundwater classification from GA to GB as well as acceptance into the Abandoned Brownfields Clean-Up Program. Approval of these two applications would make the White Oak property more attractive to potential developers.

It was the consensus of the Town Council to move forward and prepare the RFQ which should be ready the end of July or early August. Interested parties would address the Town Council with their proposals.

- **Farmington Canal Heritage Trail Update**

Scott Bushee from the Department of Transportation has finalized the alignment for Phase 1 from Norton Park to the Southington Town Line. The D.O.T. will now begin to develop a structure design for the boardwalk and bridges that will be required as part of Phase 1. They expect to complete their internal design review in the fall 2020 and should be in position to hold a public information meeting in early 2021.

The Phase 2 survey work has also been completed. This is the segment from Northwest Drive to Route 72.

Phase 3 which is the portion from Route 72 to Norton Park is currently being surveyed. The D.O.T. currently has two design engineers dedicated to the three sections of the trail through Plainville.

- **Preliminary FY2020 Year End**

According to Finance Director Rob Buden, preliminary figures indicate that the FY20 budget will return at least \$1M back to the General Fund. The year-end amounts have been difficult to calculate because of the COVID-19 expenses which are currently being finalized so they can be removed from the General Fund because state and federal reimbursements are anticipated.

Approximately half of the \$1M is expected to be the result of expenditures coming in less than budgeted with the other half coming from revenues that exceeded expectations.

The return to the general Fund could go as high as \$1.5M once the Board of Education “pre-payments” towards the FY21 budget have been finalized.

- **Bid #2020-13E, High School Security Vestibule**

On July 1, four bids were received for the Plainville High School Security Vestibule. The low bid was submitted by M A & M Inc. (dba Aresco Construction) of Middletown, CT in the amount of \$72,000. There was also one Alternate as part of the bid and Aresco quoted \$12,500 for that item.

The FY21 CIP Budget has a line item amount of \$70K for the project. Town Manager Lee spoke to both Steve LePage and Steve Busel regarding the bids. Steve Busel indicated that his staff could do some of the work in the Alternate which could decrease the amount by \$8,500 lowering the overall estimated cost of the project to \$76,000 +/- . The additional monies needed to complete the project (\$6K) can be funded by the Board of Education’s expected return of their FY20 monies.

- **Capital Improvements: Replacement of 4WD mower**

The FY21 Capital Improvement Budget included the replacement of a 4WD mower in the Building & Grounds Department for an estimated cost of \$30K. Submitted is a quote to purchase a Toro Groundmaster 3300 4WD mower from TurfProducts Corp. of Enfield for 26,272.61.

The quote for the mower is from Sourcewell which is a national co-operative pricing program for Municipalities, State governments and educational institutions. The discount from MSRP is 22%. For this reason, Town staff is recommending that the bid process be waived and the purchase of the mower from TurfProducts of Enfield be authorized this evening.

- **COVID-19 Update**

The Plainville Library will be opening to the public on Monday, July 27<sup>th</sup>. The hours of operation will be Monday to Thursday 10 AM to 7 PM and Friday from 10 AM to 5 PM. The library will open on Saturdays beginning after Labor Day.

Everyone who enters the library will be required to wear a mask and use hand sanitizer which will be available at the entry doors. The Library will provide masks for anyone who does not have one. Library use will be limited to “short trips or duration”. There will be computers available for public use, however, patrons will be limited to one 30-minute session per day. Meeting rooms will not be available for the time being.



Residents can gain additional information about the operation of the Library by contacting Trish Tomlinson, Library Director at [ttomlinson@libraryconnection.info](mailto:ttomlinson@libraryconnection.info) or by calling the library at 860-793-1446.

The Recreation Department has closed registration for pool passes for the summer. To date approximately 500 pool passes have been purchased. This has been done because the current restrictions prohibit no more than 50 people in the pool area at one time and it would not be feasible to provide three time slots per week if additional pool passes were purchased.

- **Happenings**

Town Intern Bouley reported on activities and programs including Tax & Assessing Office, Town Clerk, Senior Center Plainville, Family Resource Network and 2020 Census. Further information can be found at [www.plainvillect.com](http://www.plainvillect.com)

## **IX. PUBLIC COMMENTS**

John Kisluk, 65 Forestville Ave commented via email on various topics currently in the national news regarding police matters.

## **X. NEW BUSINESS**

### **1. Bid #2020-13E, High School Security Vestibule**

Vice Chairwoman Tompkins motioned to ratify the award of Bid #2020-13E, Plainville High School Security Vestibule, to M A & M Inc. (dba/Aresco Construction), Middletown, CT in the amount of \$72,000. The motion was seconded by Councilman Underwood and passed 7-0.

### **2. Bid #2021-02, Replacement 4WD Mower**

Vice Chairwoman Tompkins motioned to waive the bid process and award Bid #2021-02, Replacement 4WD Mower, to TurfProducts Corp., Enfield, CT, in the amount of \$26,272.61. The motion was seconded by Councilman Wazorko 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 Underwood and passed 7-0.

## **XI. OTHER DISCUSSIONS OF INTEREST**

## **XII. MATTER APPROPRIATE FOR EXECUTIVE SESSION**

### **1. \*Personnel Matters**

Councilman Wazorko motioned to enter into Executive Session at 8:15pm. Present were six other Town Council members, Town Manager Lee, Assistant Town Manager Daskal and Police Chief Catania.

Discussion ensued regarding personnel matters.

A motion was made and seconded and unanimously passed at 9:05pm to close the Executive Session. No further action was taken.

**XIII. ADJOURNMENT**

Vice Chairwoman Tompkins motioned to adjourn at 9:06pm. The motion was seconded by Councilman Gnazzo and passed 7-0.

Respectfully submitted by,



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

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**Refunds 7/20/2020**

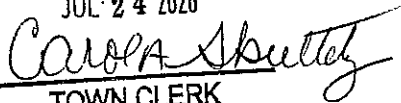
	<b>Current Year</b>	<b>Amount</b>
1 Malley, Spencer, 24 Elizabeth CT Apt 4		\$280.42
<b>Total</b>		<b>\$280.42</b>

	<b>Prior Years</b>	<b>Amount</b>
1 Honda Lease Trust, Holyoke, MA		\$302.58
2 Toyota Lease Trust, Woburn, MA		\$189.13
<b>Total</b>		<b>\$491.71</b>

	<b>Sewer User Fee</b>	<b>Amount</b>
1 Denniss, Sharon, 20 Williams St		\$25.00
<b>Total</b>		<b>\$25.00</b>

**RECEIVED**

JUL 24 2020

  
TOWN CLERK

MINUTES  
PLAINVILLE TOWN COUNCIL  
COUNCIL CHAMBERS – MUNICIPAL CENTER  
SPECIAL MEETING  
August 6, 2020 – 6:00p.m.

- I. Call to Order
  
- II. Ratify Public Hearing
  - 2020 Neighborhood Assistance Act Proposal from “The Sam & Elizabeth Colt Industrial and Frontier Heritage Center”
  
- III. Public Hearing
  - 2020 Neighborhood Assistance Act Proposal from “The Sam & Elizabeth Colt Industrial and Frontier Heritage Center”
  
- IV. Consider 2020 Neighborhood Assistance Act Proposal
  
- V. Tax Refund-85 Ivy Road
  
- VI. Bid #2021-05E, Pavement Crack Sealing
  
- VII. Executive Session-
  - Police Union Negotiations
  
- VIII. Adjournment

I. Call to Order

The Special Meeting was called to order at 6:00pm in the Council Chambers of the Municipal Center, One Central Square. Present in person were Chairwoman Pugliese, Vice Chairwoman Tompkins, Council members Morante, Rocco, Underwood, Town Manager Lee, Assistant Town Manager Daskal, Town Clerk Skultety and Councilmen Gnazzo and Wazorko remotely.

II. Ratify Public Hearing

- 2020 Neighborhood Assistance Act Proposal from “The Sam & Elizabeth Colt Industrial and Frontier Heritage Center”

Vice Chairwoman Tompkins motioned to ratify establishing a public hearing for Thursday, August 6, 2020, at 6:00pm in the Municipal Center, One Central Square to hear public comments and consider a proposal for the 2020 Neighborhood Assistant Act from :The Sam & Elizabeth Colt Industrial and Frontier Heritage Center”. The motion was seconded by Councilman Underwood and passed 7-0.

### III. Public Hearing

- 2020 Neighborhood Assistance Act Proposal from “The Sam & Elizabeth Colt Industrial and Frontier Heritage Center”

Town Clerk Skultety read the following legal notice:

**LEGAL NOTICE  
TOWN OF PLAINVILLE  
TOWN COUNCIL PUBLIC HEARING  
AUGUST 6, 2020**

**NOTICE IS HEREBY GIVEN** that the Plainville Town Council will hold a public hearing at 6:00 p.m. on Thursday, August 6, 2020 in the Council Chambers of the Municipal Center, One Central Square in Plainville to hear public comments and consider a proposal for the 2020 Neighborhood Assistance Act from “The Sam & Elizabeth Colt Industrial and Frontier Heritage Center”.

Dated at Plainville, Connecticut this 31<sup>st</sup> day of July 2020.

No comments were made and Chairwoman Pugliese closed the public hearing

### IV. Consider 2020 Neighborhood Assistance Act Proposal

Vice Chairwoman Tompkins motioned to approve the 2020 Neighborhood Assistance Act proposal from “The Sam & Elizabeth Colt Industrial and Frontier Heritage Center” in the amount of \$150,000 for energy Conservation: Replacing Windows/Roofs of the two (2) 1850’s Colt Brownstones. The motion was seconded by Councilman Rocco and passed 7-0.

### V. Tax Refund-85 Ivy Road

Vice Chairwoman Tompkins motioned to approve a tax refund for Arthur Fil, 85 Ivy Road in the amount of \$278.69. The motion was seconded by Councilman Underwood and passed 7-0.

### VI. Bid #2021-05E, Pavement Crack Sealing

Councilwoman Morante motioned to award Bic #2021-05E, Pavement Crack Sealing to U-SEAL of Bloomfield, Connecticut as provided by the Capital Region Council of

**Governments' Bid Process for an amount not to exceed \$50,000.00. the motion was seconded by Vice Chairwoman Tompkins and passed 7-0.**

**VII. Executive Session-**

- **Police Union Negotiations**

**At 6:10pm Vice Chairwoman Tompkins motioned to enter Executive Session to discussion Police Union Negotiations. The motion was seconded by Councilman Underwood and passed 7-0.**

Executive Session began. Present were all Town Council members, Town Manager Lee, Assistant Town Manager Daskal and Police Chief Catania.

Discussion ensued.

Executive Session ended at 6:40pm. No action was taken

**VIII. Adjournment**

At 6:41pm a motion was made to adjourn, seconded and unanimously passed.

Respectfully submitted by,

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

## **APPOINTMENTS TO BOARDS AND COMMISSIONS PENDING AS OF 8/17/20**

### **COMMITTEE ON AGING: (page 18)**

3 appointment due for new term 1/1/20 – 8/1/23 incumbents are:

Marilyn Petit (R) 150 Broad Street  
Elizabeth Creswell (D) 23 Birch Tree Road  
Charlotte Politis (D) 74 Tomlinson Avenue

### **ECONOMIC DEVELOPMENT AGENCY: (page 11)**

3 appointments due for alternate 2-yr term 8/7/20 – 8/7/22 incumbents are:

Timothy Maynard (U) 141 Hollyberry Lane  
Marc Romanow (U) 147 Hollyberry Lane  
Robert Berube (R) 12 Eastwood Drive

**VACANCIES WITHIN BOARDS AND COMMISSIONS PENDING AS OF 8/17/20**

**AVIATION COMMISSION:** (page 8)

1 vacancy for alternate term ending 10/31/21

**CENTRAL CONNECTICUT TOURISM DISTRICT:** (page 10)

1 vacancy for term 10/1/18 – 9/30/21

**CONSERVATION COMMISSION:** (page 10) \*Town Manager's appointment with Town Council ratification

1 vacancy for term ending 1/15/21

1 vacancy for term ending 1/15/22

1 vacancy for term ending 1/15/24

**INLAND WETLANDS COMMISSION:** (page 14)

1 vacancy for regular term ending 1/7/22

1 vacancy for alternate term ending 1/7/21

2 vacancies for alternate term ending 1/7/22

**PLANNING & ZONING COMMISSION:** (page 16)

2 vacancies for alternate term ending 12/1/23

**RECYCLING & SOLID WASTE COMMISSION:** (page 17)

2 vacancies for regular term ending 2/1/21

2 vacancies for alternate term ending 3/1/21

1 vacancy for regular term ending 2/1/22

**ZONING BOARD OF APPEALS:** (page 20)

1 vacancy for alternate term ending 10/5/20

**Plainville August 4, 2020 Storm Impact -**

- Significant OT Costs
- Police OT – Road safety, intersection monitoring
- Public Works – clearing roads, debris removal
- Hiring tree removal/bucket truck contractor
- Debris management – storage at Landfill
- Trumbull Park – significant damage to ballfields/facility.
- Purchases – Portable Stop signs, etc.
- Volunteer Fire Department – numerous responses for service calls including transformer fires.

Early estimate \$100K

Potential FEMA Aid to defer the expenses.





U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

Federal Aviation Administration  
New England Region  
CT, ME, MA, NH, RI, & VT

FAA ANE-600  
1200 District Ave.  
Burlington, MA 01803

Mr. Robert E. Lee  
Town Manager  
Town of Plainville  
One Central Square  
Plainville, CT 06062

Dear Mr. Lee:

We are enclosing the original and one copy of the Grant Offer for Airport Improvement Program (AIP) Project No. 3-09-0018-012-2020 at Robertson Field (4B8) in Plainville, CT. This letter outlines expectations for success. Please read the conditions and assurances carefully.

To properly enter into this agreement, you must do the following:

- a. The governing body must provide authority to execute the grant to the individual signing the grant; i.e. the sponsor's authorized representative.
- b. The sponsor's authorized representative must execute the grant, by providing their digital signature.
- c. Once the sponsor's authorized representative has electronically signed the grant, the sponsor's attorney will automatically be sent via email the grant to provide their digital signature.
- d. You will not be able to make any modification to the text, terms or conditions of the grant offer.
- e. Following the attorney's action, the executed grant will be automatically sent to all parties as an attachment to an email.
- f. Grant Offer Agreement must be executed **on or before 12:00 (noon) on FRI, August 28, 2020.**

Subject to the requirements in 2 CFR §200.305, each payment request for reimbursement under this grant must be made electronically via the Delphi eInvoicing System. Please see the attached Grant Agreement for more information regarding the use of this System.

The terms and conditions of this agreement require you to complete the project without undue delay. We will be monitoring your progress to ensure proper stewardship of these Federal funds. **We expect you to submit payment requests for reimbursement of allowable**

**incurred project expenses consistent with project progress.** Should you fail to make draws on a regular basis, your grant may be placed in “inactive” status, which will affect your ability to receive future grant offers.

Until the grant is completed and closed, you are responsible for submitting formal reports as follows:

- A signed/dated SF-270 (non-construction projects) or SF-271 or equivalent (construction projects) and SF-425 annually, due 90 days after the end of each federal fiscal year in which this grant is open (**due** December 15 of each year this grant is open); and
- Performance Reports, which are due within 30 days of the end of a reporting period as follows:
  1. Non-construction project: Due annually at end of the Federal fiscal year.
  2. Construction project: Submit FAA form 5370-1, Construction Progress and Inspection Report at the end of each fiscal quarter.

As a condition of receiving Federal assistance under this award, you must comply with audit requirements as established under 2 CFR part 200. Subpart F requires non-Federal entities that expend \$750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to assure your organization will comply with applicable audit requirements and standards.

Once the project(s) is completed and all costs are determined, we ask that you close the project without delay and submit the necessary final closeout documentation as required by your Airports Regional Office.

Barry Hammer, 781-238-7625, is the assigned program manager for this grant and is readily available to assist you and your designated representative with the requirements stated herein. We sincerely value your cooperation in these efforts and look forward to working with you to complete this important project.

Sincerely,

Enclosures



U.S. Department  
of Transportation  
Federal Aviation  
Administration

## GRANT AGREEMENT

### PART I –OFFER

Federal Award Offer Date \_\_\_\_\_

Airport/Planning Area Robertson Field

AIP Grant Number 3-09-0018-012-2020

Unique Entity Identifier 081296758

TO: Town of Plainville, CT  
(herein called the "Sponsor")

FROM: **The United States of America**(acting through the Federal Aviation Administration, herein called the "FAA")

**WHEREAS**, the Sponsor has submitted to the FAA a Project Application dated April 30, 2020, for a grant of Federal funds for a project at or associated with the Robertson Field Airport, which is included as part of this Grant Agreement; and

**WHEREAS**, the FAA has approved a project for the Robertson Field Airport (herein called the "Project") consisting of the following:

Reconstruct, Mark and Light Taxiway A and Stub Taxiways (approx. 3,700 LF x 25 LF),

which is more fully described in the Project Application.

**NOW THEREFORE**, According to the applicable provisions of the former Federal Aviation Act of 1958, as amended and recodified, 49 U.S.C. § 40101, et seq., and the former Airport and Airway Improvement Act of 1982 (AAIA), as amended and recodified, 49 U.S.C. § 47101, et seq., (herein the AAIA grant statute is referred to as "the Act"), the representations contained in the Project Application, and in consideration of (a) the Sponsor's adoption and ratification of the Grant Assurances dated March 2014, as applied and interpreted consistent with the FAA Reauthorization Act of 2018 (see 2018 FAA Reauthorization grant condition.), (b) and the Sponsor's acceptance of this Offer; and, (c) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurances and conditions as herein provided.

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay one hundred (100) percent of the allowable costs incurred accomplishing the Project as the United States share of the Project.

Assistance Listings Number (Formerly CFDA Number): 20.106

This Offer is made on and SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

### CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$2,722,000.

The following amounts represent a breakdown of the maximum obligation for the purpose of establishing allowable amounts for any future grant amendment, which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b):

\$0 for planning  
 \$2,722,000 airport development or noise program implementation; and,  
 \$0 for land acquisition.

The source of this Grant may include funding from the Small Airport Fund.

2. **Period of Performance.** The period of performance begins on the date the Sponsor formally accepts this agreement. Unless explicitly stated otherwise in an amendment from the FAA, the end date of the period of performance is 4 years (1,460 calendar days) from the date of formal grant acceptance by the Sponsor.

The Sponsor may only charge allowable costs for obligations incurred prior to the end date of the period of performance (2 CFR §200.309). Unless the FAA authorizes a written extension, the sponsor must submit all project closeout documentation and liquidate (pay off) all obligations incurred under this award no later than 90 calendar days after the end date of the period of performance (2 CFR §200.343).

The period of performance end date does not relieve or reduce Sponsor obligations and assurances that extend beyond the closeout of a grant agreement.

3. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
4. **Indirect Costs - Sponsor.** Sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the project application as accepted by the FAA, to allowable costs for Sponsor direct salaries and wages.
5. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with the regulations, policies, and procedures of the Secretary. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
6. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this agreement, and the regulations, policies, and procedures of the Secretary. Per 2 CFR § 200.308, the Sponsor agrees to report to the FAA any disengagement from performing the project that exceeds three months. The report must include a reason for the project stoppage. The Sponsor also agrees to comply with the assurances which are part of this agreement.
7. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.

TOWN OF



# PLAINVILLE

ONE CENTRAL SQUARE, PLAINVILLE, CONNECTICUT 06062-1955

## MEMO

**Date:** July 28, 2020

**To:** Town Council, c/o Robert E. Lee Town Manager

**From:** Matthew Daskal, Assistant Town Manager 

**RE:** Bid#2021-04 Robertson Airport Painting (Hangers 3, 4, 6)

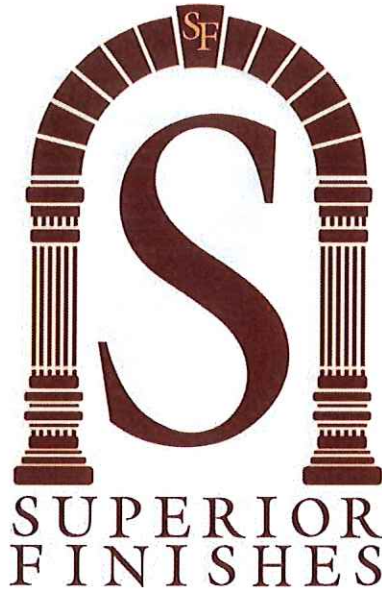
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The Aviation Commission at their July 27, 2020 meeting recommended retaining Superior Finishes, LLC of Plainville to complete painting work at the Town owned Robertson Airport. Funding for this work will come from airport revenues, with no general fund impacts. The current management lease of the Airport requires the Town to complete \$300,000 in improvements within the first three years of the lease.

Work proposed includes the complete cleaning (pressure washing), mechanical preparation (scraping, sanding, etc.), rust preparation and painting of Hangers 3, 4 (and Administration Building), and 6. Three competitive quotes were obtained for all work contemplated: Primetime Properties, LLC \$43,765; Superior Finishes LLC \$49,000, and Painting and Decorating, Inc. \$51,895. A formal bid procedure was not utilized due to the timeliness of this project, the limited painting season, and further it is expected that a formal bid process would not produce any additional savings.

Superior Finishes, LLC. quote, while not the lowest, most completely addresses concerns over existing conditions and had a greater degree of experience dealing with the type of project than other respondents. Superior, a local contractor, additionally best identified conditions and materials including addressing all rivets, fixtures, and rust. Further, Superior Finishes, LLC identified without assistance a comprehensive selection of finishes that coordinate with each other, and match conditions (notably metal panels vs. fiberglass garage doors).

I am requesting the Town Council consider waiving the formal bid process and award Bid #2021-04 Robertson Airport Painting to Superior Finishes, LLC.



July 16, 2020  
Matthew Daskal  
Assistant Town Manager  
Plainville, CT. 06062

Proposal for Robertson Airport Pressure washing, preparation  
And Painting of Three (3) Hanger Buildings.

Scope of Work:

1. High pressure washing of the three buildings.
2. Scraping, sanding and caulking as required.
3. All rusted areas to be prepped and primed with Sherwin Williams Kem Bond universal rust inhibitive primer. Rivets, fixtures misc.
4. Fiberglass garage door's to be primed with Sherwin Williams Extreme Bond Primer,
5. All trim and bodies to receive two (2) coats of Sherwin Williams 100% Acrylic Premium Bond Plex.
6. Multiple colors assumed per each building.
7. All numbers will be re-created 3' tall white with black outlines.
8. Lettering will be re-created all black.
9. All Labor, material, equipment, insurance and clean up included.

**Total Proposal: \$49,000.00 (CT State Sales Tax Exempt)**

230 South Washington Street; Unit 4  
1418  
Plainville, CT 06062

Telephone (860) 747-  
Facsimile (860) 747-1461

**Lisa Metayer**

---

**From:** Dave Emery  
**Sent:** Monday, August 10, 2020 2:02 PM  
**To:** Robert E. Lee  
**Cc:** Matthew Daskal; Lisa Metayer; Robert Buden  
**Subject:** FY 2021 Truck Purchase -#2021-06

For the upcoming Town Council meeting, I would like to recommend the purchase of a 2020 F-250 4 wheel drive with plow as proposed in the current Capital Budget. The truck is currently available at Gengras Ford in Plainville and is already equipped with the accessories we need. The price is \$35,768.90. (with plow and accessories) through State Contract # 19PSX0161. The budget for the truck is \$34,000. and would need to be supplemented with \$1768.90 from last or this years Capital Plan or even the current operating budget. If however, we wait until pricing comes out for the 2021 trucks it will likely be higher than the \$35k+ cost of this truck. I feel this purchase will be the most economical for the Town.

**David Emery**

Superintendent of Buildings & Grounds  
Town of Plainville  
860-793-0221 ext. 221

**Lisa Metayer**

---

**Subject:** FY 2021 Truck Purchase

**From:** Robert Buden <rbuden@plainville-ct.gov>

**Sent:** Thursday, August 13, 2020 11:49 AM

**To:** Robert E. Lee <relee@plainville-ct.gov>; Matthew Daskal <daskal@plainville-ct.gov>; Dave Emery <emery@plainville-ct.gov>

**Cc:** Lisa Metayer <metayer@plainville-ct.gov>

**Subject:** RE: FY 2021 Truck Purchase

Robert

The additional funds of \$1,768.90 will come from other under expended capital budget line items from the FY 2021 capital budget or the unclassified capital budget line item. Currently in the unclassified line item, we have \$2,791.00 but we have not closed out FY 2020 yet. For example, I know we have \$4,837.00 in Roadways truck purchase that was underspent but not yet moved to the unclassified line items.

Either way, we will have the funds available in the capital budget from other budgeted projects and we will not have to use the current FY 2021 operating budget.

Please let me know if you have any questions.

Thanks

*Rob Buden, MSAT  
Director of Finance  
Town of Plainville  
One Central Square  
Plainville, CT 06062  
[rbuden@plainville-ct.gov](mailto:rbuden@plainville-ct.gov)  
860-793-0221 x 233  
860-559-0913 (cell)  
860-793-2285 (fax)*





# STATE OF CONNECTICUT

Current User:

Home

Biznet Menu

Log In/Out

Search

Search Results

Solicitation Detail

SCP Contract Details

## State Contracting Portal Contract Results

### Administrative Services, Procurement Services Contract Detail Info For # **19PSX0161**

#### Dates

Award Date	Start Date	End Date
10/01/2019	10/01/2019	09/30/2023

#### Description

Purchase of Cars and **Light Duty Trucks**

#### Comments

#### Solicitation and Contract Conditions

Includes SBE/MBE Requirements	Qualified Partnership	DBE	Political Subdivisions	Agencies	CT Recovery
No	No	No	Yes	Yes	No

#### Contact(s)

Contact	Telephone	FAX	E-Mail
PeterHunter	(860) 713-5257	(860) 622-2870	peter.hunter@ct.gov

#### Common Documents

Date	Description
3/11/2020 10:23:58 AM	<b>019_0161 CONTRACT DOCUMENTS s5.pdf</b> Contract Docs s5
12/11/2019 9:16:06 AM	<b>019_0161 Exhibit B Price Schedule s4.xlsx</b> Exhibit B Price Schedule s4

#### 14 Vendor(s)

Contract #	Cert	Vendor	Contact	Catalog
19PSX0161AA Start: 10/01/2019 End: 09/30/2023	No	<b>Crowley Chrysler Plymouth, Inc.</b> DBA: dba Crowley Nissan  Bristol, CT 06010- Peoplesoft ID: 0000012664	<b>Gordon Rapp</b> Phone: (860) 518-8879 <a href="#">E-Mail</a>	No
19PSX0161AB Start: 10/01/2019 End: 09/30/2023	No	<b>Gengras Chevrolet, Inc.</b> 585 Connecticut Blvd E. Hartford, CT 06108 Peoplesoft ID: 0000034233	<b>Gordon Rapp</b> Phone: (860) 727-6302 <a href="#">E-Mail</a>	No
19PSX0161AC Start: 10/01/2019 End: 09/30/2023	No	<b>Gengras Chrysler Dodge Jeep LLC</b> 460 Connecticut Boulevard East Hartford, CT 06108 Peoplesoft ID: 0000086870	<b>Gordon Rapp</b> Phone: (860) 727-6302 <a href="#">E-Mail</a>	No
19PSX0161AD Start: 10/01/2019 End: 09/30/2023	No	<b>Gengras Ford, LLC</b> 225 New Britain Avenue Plainville, CT 06062 Peoplesoft ID: 0000190698	<b>Gordon Rapp</b> Phone: (860) 727-6302 <a href="#">E-Mail</a>	No
19PSX0161AL Start: 10/01/2019	No	<b>GHNH Inc</b> 369 Miracle Mile	<b>Gordon Rapp</b> Phone: (860) 727-6302	No

**Gengras Ford, LLC**

225 New Britain Avenue  
Plainville, CT 06062  
Phone: 860.727.6302  
www.gengras.com



Quote Number: 200804602

STATE CONTRACT NO: 19PSX0161

Make	MY	Model	Contract Price
Ford	2020	F-250 Reg cab 4x4 (F2B)	\$ 25,010.00

All specifications are subject to verification of manufacturer's published standard and optional equipment. Vehicle to include all manufacturers standard equipment plus the following options:

	Option Code	Description	List Price
1	Z1	Oxford White	\$ -
2	AS	Vinyl 40/20/40 Medium Earth Gray	\$ -
3	996	6.2L EFI V8 ENG	\$ -
4	44S	Six Speed Automatic	\$ -
5	600A	XL Series Package	\$ -
6	17S	STX Appearance Package	\$ 1,825.00
7	TDX	18" AT tires	\$ 265.00
8	18B	Cab Steps	\$ 320.00
9	90L	Power Equipment Group (90L) • Accessory delay • Integrated Key • Manual telescoping trailer tow mirrors with power • Perimeter Anti-Theft Alarm • Power front side windows with one-touch-up/-down • Power locks • Remote Keyless Entry System • Upgraded door trim panel	\$ 915.00
10	592	Roof Clearance Lights	\$ 95.00
11	665	Upfitter Switches	\$ 165.00
12	67D	HD Alternator - 200 amp	\$ -
13	473	Snow Plow Prep Package	\$ 250.00
14			
15			
16			\$ -
<b>Total Options per Contract Price (list price)</b>			<b>\$ 3,835.00</b>
<b>Total Factory Options Discount (6%)</b>			<b>\$ (230.10)</b>
<b>Total Options per Contract Price (net price)</b>			<b>\$ 3,604.90</b>

Aftermarket Accessories				
	Vendor / Manufacturer	Hours	Description	List Price
1	Fisher	4.0	Eight foot HD II mild steel staright blade snow plow with rubber deflector and joystick control	\$ 6,810.00
2	Whelen	3.0	Four corner amber LED strobe light package connected to chassis upfitter switch	\$ 995.00
3		0.0		\$ -
4		0.0		\$ -
5		0.0		\$ -
6		0.0		\$ -
<b>Total Hours</b>		<b>7.0</b>		
<i>Total Aftermarket Options (list price)</i>				<b>\$ 7,805.00</b>
<i>Total Aftermarket Options Discount (20%)</i>				<b>\$ (1,561.00)</b>
<i>Total Hours x \$130 / hour rate</i>				<b>\$ 910.00</b>
<b>Total Net Aftermarket Options plus Total Labor</b>				<b>\$ 7,154.00</b>
<b>Trade Allowance</b>				
Year	Make	VIN	Description / Mileage	Allowance
				\$ -
				\$ -
				\$ -
				\$ -
<b>Total Trade in Allowance</b>				<b>\$ -</b>
<b>Comments:</b>			<b>Additional fees / Charges</b>	
This truck is in stock and is quoted subject to prior sale.			<b>State of CT Trade in Assessment (Note: Fee is payable to State of CT):</b>	
			\$ -	
			<b>Dealer Conveyance Fee (\$699.00)</b>	
			\$ -	
			<b>Registration Fee (estimated)</b>	
\$ -				
<b>DMV Inspection Fee (as required)</b>		\$ -		
<b>Total Additional Fees</b>		\$ -		
<b>Customer:</b>	Town of Plainville			
<b>FIN Code:</b>	QQ751			
<b>VIN:</b>	1FTBF2B61LEC96562			
<b>Total (per unit)</b>				<b>\$ 35,768.90</b>
<b>Quantity</b>	<b>1</b>		<b>Grand Total (all)</b>	<b>\$ 35,768.90</b>

Factory ordered



# FFY 2020 STATE HOMELAND SECURITY GRANT PROGRAM Region 3 MEMORANDUM OF AGREEMENT




## Data Sheet


Step 1- Fill out this datasheet form to auto populate MOA document in this PDF file.

**THIS DATASHEET MUST BE COMPLETED ELECTRONICALLY**

Step 2-After populating the document, print out entire MOA and obtain the correct signatures as outlined by the completion checklist on the following page.

Town Information: 	
Person Completing Document:	Ronald J. Dievert Jr.
Municipality Name:	TOWN OF PLAINVILLE
Town CEO Name:	Robert E. Lee
Town CEO Title (ie. Mayor):	Town Manager

\*Municipality Name - Municipalities can enter the name as either the long or short name, for example: enter name as either "New Haven" or "City of New Haven"

Point of Contact Information: 	
POC Name & Title:	Ronald J. Dievert Jr. - Fire Marshal EMI
Address:	1 Central Square Plainville, CT 06062
Email:	firemarshal@plainville-ct.gov
Phone:	860.793.0221 ext 218
Fax:	860.410.9750



**FFY 2020 STATE HOMELAND SECURITY GRANT  
PROGRAM Region 3 MEMORANDUM OF AGREEMENT  
CHECKLIST**



Please use this checklist to insure completion and accuracy of the following agreement.

**1.**

**Instructions for:**

TOWN OF PLAINVILLE

Received by: Ronald J. Dievert Jr.

**For the MOA:**

- A municipal point of contact been identified in Part III, Section M.
- The Chief Executive Officer has signed and dated the agreement.
- The Chief Executive Officer's name and title has been typed in the space provided.

**Authorizing Resolution Attached**

The Blanket Resolution Template includes the recommended language for the resolution. If you do not use this template, the resolution must reference the FFY 2020 Homeland Security Grant Program. No other resolutions will be accepted.

Please note: The Fiduciary and Municipality shall complete Appendix A Custodial Ownership and Memorandum of Agreement (Appendix A), for any municipality that takes ownership of equipment purchased with 2020 HSGP funds by the REPT. *(These documents are not attached to this MOA, but will be sent directly to the Fiduciary)*

Once complete, mail or email the complete MOA package to: Cheryl Assis, Capitol Region Council of Governments, 241 Main Street, Hartford, CT 06106

**2.**

**Instructions for the Capitol Region Council of Governments**

Received by: \_\_\_\_\_

**Review and Signature**

- The Chief Executive Officer has signed and dated the agreement.
- The Chief Executive Officer's name and title has been typed in the space provided.
- The Region 3 REPT Chair has signed and dated the agreement.
- The Region 3 REPT Chair's name has been typed in the space provided.
- All of the items listed on this checklist have been completed and are correct.

Once complete please contact your DESPP/DEMHS Program Manager to schedule a MOA review meeting.

Please note: The Fiduciary shall complete Appendix A, Custodial Ownership, for any Municipality that takes ownership of equipment purchased with 2020 HSGP funds by the REPT. *(These documents are not attached to this MOA, but will be sent directly to the Fiduciary)*

**DUE DATE:      October 20, 2020**

# MEMORANDUM OF AGREEMENT

## REGARDING USE OF FEDERAL FISCAL YEAR 2020 STATE HOMELAND SECURITY GRANT FUNDING AND CUSTODIAL OWNERSHIP OF REGIONAL ASSETS IN DEMHS Region 3

### I. AGREEMENT REGARDING THE USE OF FEDERAL HOMELAND SECURITY GRANT FUNDS TO SUPPORT REGIONAL SET-ASIDE PROJECTS

#### A. Introduction

The following facts are understood and agreed to by all parties:

1. The parties to this part of the Memorandum of Agreement (MOA) are the State of Connecticut Department of Emergency Services and Public Protection (DESPP), including the Division of Emergency Management & Homeland Security (DEMHS), the municipality of TOWN OF PLAINVILLE, the Capitol Region Council of Governments (Fiduciary) and the Region 3 Regional Emergency Planning Team (Region 3 REPT).
2. DESPP is the designated recipient and State Administrative Agency (SAA) of the United States Department of Homeland Security for Federal Fiscal Year 2020 State Homeland Security Grant Program (SHSGP), Award No. EMW-2020-SS-*pending*. DEMHS is the division of DESPP responsible for program management of the grants, including consulting with the DEMHS Advisory Council, and the DEMHS Regional Planning Teams to provide a coordinated and integrated program of emergency management and homeland security.
3. The DEMHS Advisory Council, through its Homeland Security Working Group, has approved the allocation formula for grant funds available under the SHSGP;
4. DESPP/DEMHS is retaining pass-through funds from 2020 SHSGP in the total amount of \$1,654,801 on behalf of local units of government, for the following eight regional set-aside projects designed to benefit the state's municipalities:
  - a. Regional Collaboration;
  - b. Enhancing Information and Intelligence Sharing and cooperation with Federal Agencies, including DHS;
  - c. Addressing Emergent Threats;
  - d. Capitol Metropolitan Medical Response System - MMRS;
  - e. Medical Preparation and Response; and Cyber Security; Citizen
  - f. Corps. Program;
  - g. Enhancing Cybersecurity; and,
  - h. Enhancing Protection of Soft Targets and Crowded Places.
5. DEMHS in coordination and cooperation with the municipalities located within DEMHS Region 3 including TOWN OF PLAINVILLE - has created, and established bylaws for, the Region 3 REPT, a multi-disciplinary, multi-jurisdictional regional group to facilitate planning and resource coordination within DEMHS Region 3.
6. TOWN OF PLAINVILLE is eligible to participate in those Federal Fiscal Year 2020 SHSGP regional allocations made through the Region 3 REPT and not included in the set-aside projects, in the amount of \$382,156.80 (and an additional \$65,000 for the regional bomb squad) for Region 3 which will be made available to the jurisdictions in Region 3 in the manner recommended by the REPT in accordance with its approved bylaws, upon execution of the grant accepted by the SAA.

#### B. Purpose of Agreement

The SAA and TOWN OF PLAINVILLE enter into Part I of this MOA authorizing the SAA to act as the agent of TOWN OF PLAINVILLE and allowing the SAA to retain and administer grant funds provided under 2020 SHSGP for the eight regional set-aside projects listed above, and also for The Capitol Region Council of Governments to provide the financial and programmatic oversight described below.

#### C. SAA and TOWN OF PLAINVILLE Responsibilities.

The SAA agrees to administer the SHSGP grant funds of \$1,654,801 in furtherance of the eight regional set-aside projects listed above.

TOWN OF PLAINVILLE agrees to allow the SAA to provide financial and programmatic oversight of the \$1,654,801 for the purpose of supporting the allocations and uses of funds under the

2020 SHSGP consistent with the 2020 State Homeland Security Grant Application that has been reviewed and approved by the federal Department of Homeland Security and supported by the Initial Strategy Implementation Spending Plan (ISIP) as part of the Biannual Strategy Implementation Report (BSIR) approved by the Emergency Management & Homeland Security Council, now known as the DEMHS Advisory Council. TOWN OF PLAINVILLE agrees to allow the SAA to hold, manage, and disburse the grant funds that have been reserved for the eight regional set-aside projects listed above.

**D. Capitol Region Council of Governments & TOWN OF PLAINVILLE Responsibilities.**

TOWN OF PLAINVILLE also agrees to allow the Capitol Region Council of Governments to provide financial and programmatic oversight of the Federal Fiscal Year 2020 regional allocation not included in the eight regional set-aside projects in the amount of \$382,156.80 (an additional \$65,000 for the regional bomb squad) targeted to member municipalities in DEMHS Region 3 and recommended through the Region 3 REPT in accordance with its approved bylaws. Such funds will be applied to specific projects developed and approved by the Region 3 REPT and DEMHS.

**II. AGREEMENT REGARDING CUSTODIAL OWNERSHIP OF REGIONAL ASSETS**

**A. Introduction**

The following facts are understood and agreed to by all parties:

1. The parties to this part of the Memorandum of Agreement (MOA) are the State of Connecticut Department of Emergency Services and Public Protection (DESPP), including the Division of Emergency Management & Homeland Security (DEMHS), the municipality of TOWN OF PLAINVILLE, the Capitol Region Council of Governments (Fiduciary), and the DEMHS Region 3 Regional Emergency Planning Team (Region 3 REPT).
2. DESPP is the designated recipient and State Administrative Agency (SAA) of the United States Department of Homeland Security for grants awarded beginning in Federal Fiscal Year (FFY) 2004, up to the present time. DEMHS is the division of DESPP responsible for program management of the grants, including consulting with the DEMHS Advisory Council, and the DEMHS Regional Planning Teams to provide a coordinated and integrated program of emergency management and homeland security.
3. TOWN OF PLAINVILLE has agreed to operate as the custodial owner of the asset(s) described in Appendix A, on behalf of TOWN OF PLAINVILLE, the region, and if necessary, the State. (Please note: If a town takes ownership of assets, the Fiduciary will assist them in completing Appendix A. The Appendix will be added to this MOA).
4. The parties also agree that TOWN OF PLAINVILLE may operate as the custodial owner of additional assets purchased on behalf of the Region from FFY 2020 grant funds, as approved by the Region 3 REPT, and DEMHS, which assets will be added to Appendix A by the Fiduciary within thirty (30) days of approval by the Region 3 REPT.
5. The Region 3 REPT has been established to foster regional collaboration and mutual aid through, among other things, collaborative plan development, resource sharing and coordination.
6. The Capitol Region Council of Governments (Fiduciary) has agreed to operate as the fiscal agent for the federal SHSGP grants awarded to DEMHS Region 3 for Federal Fiscal Year 2020.

**B. Purpose.**

DESPP/DEMHS, the Region 3 REPT, Capitol Region Council of Governments (Fiduciary), and TOWN OF PLAINVILLE, enter into Part II of this MOA regarding asset(s) for which TOWN OF PLAINVILLE agrees to be the custodial owner, and which are described in the approved 2020 Subgrant Application and will be added to this MOA as Appendix A.

**C. Agreements and Responsibilities of the Parties.**

**1. Definitions.**

As used in this MOA:

- The term "authorized training" means training that is authorized by DESPP/DEMHS.
- The term "custodial owner" means a political subdivision or tribe that has agreed to accept title and responsibility for the asset(s), subject to possible redeployment under the terms outlined in Paragraph C(4) below.

**2. Responsibilities of DESPP/DEMHS and Capitol Region Council of Governments (Fiduciary)**

In its role as SAA, DESPP/DEMHS will subgrant funds to Capitol Region Council of Governments which, as the Region 3 Fiscal Agent, will procure the asset(s) listed in their approved Subgrant Application (which will be added to Appendix A).

**3. Appendix A.**

The parties agree that decisions regarding the placement of regional assets in TOWN OF PLAINVILLE may be made after the execution of this agreement and that Appendix A shall be completed accordingly. TOWN OF PLAINVILLE agrees to be bound by the terms of this agreement for any asset added to Appendix A. The parties also agree that Appendix A must be signed by the DEMHS Deputy Commissioner, the chair of the Region 3 REPT, and the Chief Executive Officer, or his/her designee, of TOWN OF PLAINVILLE.

**4. Responsibilities of Custodial Owner**

TOWN OF PLAINVILLE understands that it is the Custodial Owner, on behalf of itself and the Region, of the asset(s) which will be added to Appendix A, as may be amended pursuant to Paragraph C(4) above. As Custodial Owner, TOWN OF PLAINVILLE agrees:

- a. To safeguard the asset(s) in a secure location, including, for example, providing refrigeration or protection from the elements, if appropriate;
- b. To regularly test, use and maintain the asset(s) in working order. It is understood by the parties that trained personnel of TOWN OF PLAINVILLE's municipal agencies may use the asset(s) for appropriate emergency response/emergency management purposes, including authorized training and exercise;
- c. To provide the asset(s) in a timely manner, in working order, and with appropriate staffing, if necessary, when deployment is requested: under the terms of this MOA; under a mutual aid agreement, including a civil preparedness mutual aid agreement approved by DESPP/DEMHS, as required by Conn. Gen. Stat. §28-7(d); under the terms of the intrastate mutual aid system, Connecticut General Statutes §28-22a; or at any time by the State of Connecticut, including DESPP/DEMHS;
- d. To provide the asset(s) in a timely manner, in working order, and with appropriate staffing, if necessary, when deployment is requested for authorized training and/or exercise;
- e. To maintain records of the use of the asset(s), including deployment for an actual incident or for authorized training, and to provide these records to DESPP/DEMHS as requested;
- f. To maintain an inventory of the asset(s), including a unique tagging system (including the DEMHS logo) so that the asset(s) can be easily identified as separate from the Custodial Owner's other property, and to provide that inventory to DESPP/DEMHS as requested.
- g. To maintain all necessary insurance regarding the asset(s) and their use;
- h. To cooperate with any state or federal audit of the asset(s) and/or their use;
- i. To abide by the bylaws and/or procedures established under any applicable State of Connecticut or regional plan;
- j. That the State, including DESPP/DEMHS, does not guarantee any further funding for, or provision of repairs to, the asset(s) beyond the terms of this MOA;
- k. That all maintenance and operations of the asset(s) by TOWN OF PLAINVILLE shall conform to the manufacturer's recommendations. If appropriate, TOWN OF PLAINVILLE shall maintain trained personnel available to transport and supervise the operation of the asset(s). All personnel or agents of TOWN OF PLAINVILLE performing any maintenance or repair services in connection with these asset(s) shall be fully qualified and authorized or permitted under federal, state, and local laws to perform such services.

**5. Responsibilities of the REPT.**

The Region 3 REPT understands and acknowledges that, in accepting responsibility as the custodial owner of the asset(s), TOWN OF PLAINVILLE is furthering regional collaboration and mutual aid on behalf of all of the members of Region 3.



**6. Assignment of Asset(s).**

If TOWN OF PLAINVILLE does not comply with the requirements under this MOA, or terminates its involvement in this MOA, then DESPP/DEMHS, in consultation with the REPT Chair, may redirect the asset(s), preferably to a different town within the Region. Whenever possible, DESPP/DEMHS will provide 60 days' notice before re-assigning the asset.

**III. GENERAL TERMS OF AGREEMENT APPLICABLE TO ALL PARTS OF THIS MEMORANDUM OF AGREEMENT****A. Effective Date.**

The terms of this agreement will become effective when all parties have executed it.

**B. Authority to Enter Agreement.**

DESPP/DEMHS is authorized to enter into this Agreement through the Deputy Commissioner of the DESPP/DEMHS pursuant to the authority provided under Connecticut General Statutes §4-8 and Titles 28 and 29. The Municipality of TOWN OF PLAINVILLE is authorized to enter into this agreement through its Chief Executive Officer, authorized pursuant to the attached [original or certified copy of resolution, ordinance or charter provision]. The other persons executing this Memorandum of Agreement (MOA) on behalf of their respective entities hereby represent and warrant that they have the right, power, legal capacity, and appropriate authority to enter into this agreement on behalf of the entity for which they sign, as indicated by valid resolutions, if necessary.

**C. Duration of Agreement.**

Part I of this MOA, as modified with the consent of the parties, remains in full force and effect until the end of the grant period, or any extension thereof, covered by this MOA, unless cancelled by the SAA, giving TOWN OF PLAINVILLE written notice of such intention at least thirty (30) days in advance. Any party may terminate its involvement with Part II of this agreement upon sixty days' written notice to the other parties. DESPP/DEMHS reserves the right to cancel any funding under this MOA without prior written notice when the funding is no longer available.

**D. Amendment of the Agreement.**

This agreement may be modified upon the mutual written consent of the parties.

**E. Litigation.**

The Parties agree to good faith consultation with one another to resolve disagreements that may arise under or relating to this MOA before referring the matter to any other person or entity for settlement. The Parties agree that any disputes under Part II, Paragraph C.6 shall be resolved by DEMHS. The Parties also agree that the sole and exclusive means for the presentation of any claim against the State, including the SAA, arising from this agreement shall be in accordance with Chapter 53 of the Connecticut General Statutes (Claims Against the State) and the Parties further agree not to initiate legal proceedings in any State or Federal Court in addition to, or in lieu of, said Chapter 53 proceedings.

**F. State Liability.**

The Parties agree to indemnify and hold harmless the State of Connecticut with regard to the activities described within this MOA, and recognize that the State does not waive its right to sovereign immunity with regard to any provision of this MOA. The State of Connecticut assumes no liability for funding under the terms of this MOA until TOWN OF PLAINVILLE, through the Region 3 REPT, is notified by the SAA that this MOA has been approved and executed by DEMHS and by any other applicable state agency.

## G. Confidential Information

**a. Confidential Information:** Any name, number or other information that may be used, alone or in conjunction with any other information, to identify a specific individual including, but not limited to, such individual's name, date of birth, mother's maiden name, motor vehicle operator's license number, Social Security number, employee identification number, employer or taxpayer identification number, alien registration number, government passport number, health insurance identification number, demand deposit account number, savings account number, credit card number, debit card number or unique biometric data such as fingerprint, voice print, retina or iris image, or other unique physical representation. Without limiting the foregoing, Confidential Information shall also include any information that DESPP/DEMHS classifies as "confidential" or "restricted." Confidential Information shall not include information that may be lawfully obtained from publicly available sources or from federal, state, or local government records which are lawfully made available to the general public.

**b. Confidential Information Breach:** Generally, an instance where an unauthorized person or entity accesses Confidential Information in any manner, including but not limited to the following occurrences: (1) any Confidential Information that is not encrypted or protected is misplaced, lost, stolen or in any way compromised; (2) one or more third parties have had access to or taken control or possession of any Confidential Information that is not encrypted or protected without prior written authorization from the State; (3) the unauthorized acquisition of encrypted or protected Confidential Information together with the confidential process or key that is capable of compromising the integrity of the Confidential Information; or (4) if there is a substantial risk of identity theft or fraud to the client, the Contractor, the Department or State.

## H. Audit Compliance.

If TOWN OF PLAINVILLE through the Region 3 REPT, agrees to serve as a host or custodial owner of equipment purchased with the grant funds referenced in this MOA, then TOWN OF PLAINVILLE must comply with the Federal Single Audit Act of 1984, P.L. 98-502 and the Amendments of 1996, P.L. 104-156 and with the Connecticut Statutes §7-396a and 396b, and the State Single Audit Act § 4-230 through 236 inclusive, and the regulations promulgated thereunder.

TOWN OF PLAINVILLE agrees that all fiscal records, if any, pertaining to the projects shall be maintained for a period of not less than three (3) years from the date of the signing of this MOA. Such records will be made available to state and/or federal auditors upon request.

## I. Lobbying, Debarment, and Suspension.

TOWN OF PLAINVILLE commits to compliance with the requirements under 28 CFR Part 66 (Uniform Administrative Requirements for Grants to States); 28 CFR Part 69, New Restrictions on Lobbying; 28 CFR Part 67, Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug Free Workplace (Grants); Office of Management and Budget (OMB) Circular A-87, addressing cost principles for grants to state and local governments; 28 CFR Part 70 (Common Rules for Administrative Requirements for Grants to Non-Profits); OMB Circulars A-122 and A-21 addressing Cost Principles for Grants to Non-Profit Entities and requirements included in the Department of Homeland Security Office of Grants and Training Financial Guides.

**J. Executive Orders.**

This contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill promulgated June 16, 1971, and, as such, this contract may be cancelled, terminated or suspended by the State Labor Commissioner for violation of or noncompliance with said Executive Order No. Three, or any State or federal law concerning non-discrimination, notwithstanding that the Labor Commissioner is not a party to this contract. The parties to this contract, as part of the consideration hereof, agree that said Executive Order No. Three is incorporated herein by reference and made a part hereof. The parties agree and abide by said Executive Order and agree that the State Labor Commissioner shall have continuing jurisdiction in respect to contract performance in regard to non-discrimination, until the contract is completed or terminated prior to completion. TOWN OF PLAINVILLE agrees, as part consideration hereof, that this contract is subject to the Guidelines and Rules issued by the State Labor Commissioner to implement Executive Order No. Three, and that it will not discriminate in its employment practices or policies, will file all reports as required, and will fully cooperate with the State of Connecticut and the State Labor Commissioner. This contract is also subject to the provision of Executive Order No. 16 of Governor John G. Rowland promulgated August 4, 1999 adopting a zero tolerance policy for workplace violence, and as such, this contract may be cancelled terminated or suspended by the State for violation of or noncompliance with said Executive Order No. Sixteen. The parties to this contract, as part of the consideration hereof, agree that said Executive Order No. Sixteen is incorporated herein by reference and made a part thereof. The parties agree to abide by such Executive Order. The contract is also subject to provisions of Executive Order No. Seventeen of Governor Thomas J. Meskill promulgated February 15, 1973, and, as such this contract may be cancelled, terminated or suspended by the contracting agency or the State Labor Commissioner for violation of or non-compliance with said Executive Order No. Seventeen, notwithstanding that the Labor Commissioner may not be a party to this contract. The parties to this contract, as part of the consideration hereof, agree that Executive Order No. Seventeen is incorporated herein by reference and made a part hereof. The parties agree to abide by such Executive Order and agree that the contracting agency and the State Labor Commissioner shall have joint and several continuing jurisdiction in respect to contract performance in regard to listing all employment openings with the Connecticut State Employment Service. This contract may also be subject to Executive Order No. 14 and Executive Order No. 49. Executive Order of Governor M. Jodi Rell, promulgated April 17, 2016, concerning procurement of cleaning products and services. Executive Order No. 49 of Governor Dannel P. Malloy, promulgated May 22, 2015, mandating disclosure of certain gifts to public employees and contributions to certain candidates for office in accordance with their respective terms and conditions.

**K. Non-Discrimination Clause.**

In accordance with Public Act 88-351, the Town agrees and warrants that, (a) For the purposes of this section, "minority business enterprise" means any small grantee or supplier of materials fifty-one percent or more of the capital stock, if any, or asset(s) of which is owned by person or persons: (1) Who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise and (3) who are members of a minority, as such term is defined in subsection (a) of Conn. Gen. Stat. Sect. 32-9n; and "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations. "Good faith efforts" include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements.

For purposes of the section, "Commission" means the Commission on Human Rights and Opportunities. For purposes of this section, "Public works contract" means any agreement between any individual, firm or corporation and the State or any political subdivision of the State other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway, or other changes or improvements in real property, or which is financed in whole or in part by the State, including but not limited to, matching expenditures, grants, loans, insurance or guarantees.

The Town agrees and warrants that in the performance of the contract such Town will not discriminate or permit discrimination against any person or group or persons on the grounds of race, color, religious creed, age, marital status, national origin, sex, mental retardation or physical disability, including but not limited to, blindness, unless it is shown by such Town that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut.

The Town further agrees to take affirmative action to insure that applicants with job related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such Town that such disability prevents performance of the work involved: the Town agrees, in all solicitations or advertisements for employees placed by or on behalf of the Town, to state that it is an "affirmative action – equal opportunity employer" in accordance with the regulations adopted by the Commission; the Town agrees to provide each labor union or representative of workers with which such Town has a collective bargaining agreement or other contract of understanding and each vendor with which Town has a contract of understanding, a notice to be provided by the Commission advising the labor union of workers' representative of the Town's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; the Town agrees to comply with each provision of this section and Conn. Gen. Stat. Sect. 46a-68f and with each regulation or relevant order issued by said Commission pursuant to Conn. Gen. Stat. Sect. 46a-56, as amended by Section 5 of Public Act 89-253, 46a-68e and 46a-68f; the Town agrees to provide the Commission of Human Rights and Opportunities with such information requested by the Commission, permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Town as related to the provisions of this section and section 46a-56. If the contract is a public works contract, the Town agrees and warrants that he will make good faith efforts to employ minority business enterprises as subgrantees and suppliers of materials on such public works project.

Determination of the Town's good faith efforts shall include but shall not be limited to the following factors: The Town's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.

The Town shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.

The Town shall include the provisions of subsection (b) of this section in every subcontract or purchase order entered into in order to fulfill any obligation or a contract with the State and such provisions shall be binding on a subgrantee, vendor or manufacturer, unless exempted by regulations or orders of the Commission. The Town shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for non-compliance in accordance with Conn. Gen. Stat. Sect. 47a-56, as amended by Section 5 of Public Act 89-253; provided, if such Town becomes involved in, or is threatened with litigation with a subgrantee or vendor as a result of such direction by the Commission, the Town may request the State of Connecticut to enter into any such litigation prior thereto to protect the interest of the State and the State may so enter.

The Town agrees to comply with the regulations referred to in this section as they exist on the date of this contract and as they may be adopted or amended from time to time during the term of this contract and any amendments thereto.

Pursuant to Public Act 89-227, as amended, as of January 1, 1991, no agency of the State of Connecticut may purchase new products packaged in or composed in whole or part of polystyrene foam if such foam is manufactured using chlorofluorocarbons (CFC). Manufacturers are required by the Act to provide information regarding the CFC content of polystyrene foam used in such products or packaging to any person selling the product who requests such information. By submitting an offer to sell to or accepting an order from the State of Connecticut the vendor certifies that no CFC are used in the manufacture of polystyrene foam contained in such products or packaging.

#### **L. Non-discrimination on the Grounds of Sexual Orientation.**

1. The Town agrees/warrants that in the performance of the contract such Town will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation.
2. The Town agrees to provide each labor union or representative of workers with which such Town has a collective bargaining agreement or other contract or understanding and each vendor with which such Town has a contract or understanding and each vendor with which such Town or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the Town's commitments under this section, and to post

copies of the of the notice in conspicuous places available to employees and applicants for employment;

3. The Town agrees to comply with each provision of this Section and Sections 46a-68f of the General Statutes and with each regulation or relevant order issued by said Commission pursuant to Sections 46a-56, 46a-68e and 46a-68f of the General Statutes;
4. The Town agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Town as related to the provisions of this section and Section 46a-56 of the General Statutes.
5. The Town shall include the provisions of paragraph (1) of this addendum in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subgrantee, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Town shall take such actions with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for non-compliance in accordance with Section 46a-56 of the General Statutes; provided, if such Town becomes involved in, or is threatened with, litigation with a subgrantee or vendor as a result of such direction by the Commission, the Town may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

**M. Points of Contact.**

<b>1. The Point of Contact for the SAA</b>	
<b>Name &amp; Title:</b> Deputy Commissioner Regina Y. Rush-Kittle	
<b>Address:</b> 1111 Country Club Road, Middletown, CT 06457	
<b>Emails:</b> regina.rush-kittle@ct.gov and rita.stewart@ct.gov	<b>Phone:</b> 860-685-8531
	<b>Fax:</b> 860-685-8902
<b>2. The Point of Contact for TOWN OF PLAINVILLE</b> (Please fill in the following fields)	
<b>Name &amp; Title:</b> Ronald J. Dievert Jr. - Fire Marshal	
<b>Address:</b> 1 Central Square Plainville, CT 06062	
<b>Email Address:</b> firemarshal@plainville-ct.gov	<b>Phone:</b> 860.793.0221 ext 218
	<b>Fax:</b> 860.410.9750

**N. Other provisions.**

Nothing in this agreement is intended to conflict with current laws or regulations of the State of Connecticut or TOWN OF PLAINVILLE. If a term of this agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the dates written below:

THE TOWN OF PLAINVILLE

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Its Chief Executive Officer  
 Duly Authorized  
 Typed Name &  
 Title: Robert E. Lee Town Manager

**CAPITOL REGION COUNCIL OF GOVERNMENTS**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Its Chief Executive Officer  
 Duly Authorized  
 Typed Name \_\_\_\_\_

**MOA THE Region 3 REGIONAL EMERGENCY PLANNING TEAM**

By:

Date:

Its Chair  
Duly Authorized  
Typed Name: \_\_\_\_\_

**DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION/  
DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY**

Date:

By: \_\_\_\_\_

Regina Y. Rush-Kittle  
Duly Authorized

**EXPENDITURES Through July 31, 2020**

Town Budget	
Budget Total = \$	62,499,198
Through 7/31/20 \$	3,772,934
% Spent =	6.04%
2 Year Avg. =	17.70%

*(note: % lower due to timing of WC payments delayed until August and quarterly transfers to other funds delayed as well)*

Gen. Govt. Budget	
Budget Total = \$	23,354,931
Through 7/31/20 \$	2,708,808
% Spent =	11.60%
2 Year Avg. =	18.46%

Board of Ed. Budget	
Budget Total = \$	39,144,267
Through 7/31/20 \$	1,064,126
% Spent =	2.72%
2 Year Avg. =	17.22%

Police OT		
Budget Amount =	\$550,000	
Through 7/31/20	\$ 46,739	% Spent = 8.50%
2 Year Avg. =	\$ 48,258	
Difference =	\$ (1,519)	

Hauler Tonnages - MSW	
Tip Fee = \$67.01/5,500 tons budgeted =	\$368,555
Through 7/31/20	551.11
2 Year Avg. =	<u>494.81</u>
Difference	<b>56.30</b>

**Represents Approx. \$50K**

Roadways OT		
Budget Amount =	\$73,010	
Through 7/31/20	\$ 664	% Spent = 0.91%
2 Year Avg. =	\$ 2,153	
Difference =	\$ (1,489)	

Hauler Tonnages - Recycling	
BUDGETED - \$88.47 tip fee / 1,400 tons =	\$123,858
Through 7/31/20	128.90
Previous Year	<u>107.97</u>
Difference	20.93
Expenditures to Date	\$10,496
Current Tip Fee =	\$81.43

Buildings & Grounds OT		
Budget Amount =	\$18,446	
Through 7/31/20	\$ 3,905	% Spent = 21.17%
2 Year Avg. =	\$ 2,870	
Difference =	\$ 1,035	

Roadways Snow OT		
Budget Amount =	\$52,150	
Through 7/31/20	\$ -	% Spent = 0.00%
2 Year Avg. =	\$ -	
Difference =	\$ -	

Buildings & Grounds Snow OT		
Budget Amount =	\$24,957	
Through 7/31/20	\$ -	% Spent = 0.00%
2 Year Avg. =	\$ -	
Difference =	\$ -	

**REVENUES Through July 31, 2020**

All Revenues (Amended)		
Budget Total =	\$	62,499,198
Through 7/31/20	\$	17,389,750
Difference	\$	(45,109,448)
% Received =		27.82%
2 Year Avg. =		36.76%

Current Taxes (Amended)		
Budget Total =	\$	47,775,369
Through 7/31/20	\$	17,230,105
Difference	\$	(30,545,264)
% Received =		36.06%
2 Year Avg. =		99.93%

<b>UN-AUDITED UNASSIGNED FUND BALANCE (6/30/20)</b>	<b>11,000,710</b>	<b>17.60%</b>
FY 21 use of fund balance - budgeted		
FY20 Tax Relief (budgeted \$300,000)	(300,000)	(300,000)
CIP Contribution	(980,000)	(980,000)
<b>ESTIMATED UNASSIGNED FUND BALANCE (7/31/20)</b>	<b>9,720,710</b>	<b>15.55%</b>

\$ 62,499,198



**SPECIAL FUNDS Through July 31, 2020**

<b>Recreation Fund Budget Expenditures =</b>		<b>\$276,085</b>
Through 7/31/20	\$	29,993
% Spent		10.86%
2 Year Avg.		16.31%

<b>Robertson Airport Budget Expenditures =</b>		<b>\$89,465</b>
Through 7/31/20	\$	196
% Spent		0.22%

<b>WPCA Facility Budget Expenditures =</b>		<b>\$4,319,727</b>
Through 7/31/20	\$	325,130
% Spent		7.53% (no encumbrances)
2 Year Avg.		26.20%

<b>Plainville Library Budget Expenditures =</b>		<b>\$750,142</b>
Through 7/31/20	\$	167,464
% Spent		22.32%
2 Year Avg.		16.78%

<b>Recreation Fund Budget Revenues =</b>		<b>\$235,400</b>
Through 7/31/20	\$	3,715
% Received		1.58%
2 Year Avg.		30.40%

<b>Robertson Airport Budget Revenues =</b>		<b>\$120,000</b>
Through 7/31/20	\$	100,001
% Received		0.00%
<b>Robertson Airport Fund Balance =</b>		<b>\$415,224</b>

<b>WPCA Facility Budget Revenues =</b>		<b>\$3,906,500</b>
Through 7/31/20	\$	12,999
% Received		0.33%
2 Year Avg.		0.48%

<b>Plainville Library Fund Budget Revenues =</b>		<b>\$750,142</b>
Through 7/31/20	\$	-
% Received		0.00%
2 Year Avg.		11.71% (no interfund transfer)

## Major Projects Report

7/31/2020

	Project Budget	Revenue To Date	Expenditures To Date	Project Balance	% Complete	Spent In July
Road Bond I	\$5,039,426	\$5,039,426	\$4,444,159	\$595,267	88.19%	\$ -
Road Bond II	\$5,000,000		\$1,316,114	\$3,683,886	26.32%	\$ -
Phosphorus Removal Project	\$15,737,895	\$6,470,989	\$15,369,055	\$368,840	97.66%	\$ -
Encumbrances To Date			-\$359,983	\$359,983		\$ -
		\$6,470,989	\$15,009,072	\$728,823		
		Referendum Amount = \$15,140,040/WPCA Budget Contribution = \$597,855				
Wheeler School Project	\$23,515,000	\$8,082,971	\$ 21,185,268	\$2,329,732	90.09%	\$ 1,017
PHS Parking Lot Project	\$1,745,000	\$1,745,000	\$1,608,667	\$136,333	92.19%	\$ -
Northwest Drive Rehabilitation	\$928,045	\$928,045	\$850,402	\$77,643	91.63%	\$ -
PHS Turf Maintenance Fund	N/A	\$118,602	\$18,415	\$100,187	N/A	\$ -

4-2020

**AUTHORIZING RESOLUTION OF THE  
PLAINVILLE TOWN COUNCIL**

RESOLVED, that the Plainville Town Council may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Robert E. Lee, as Town Manager of the Town of Plainville, is authorized and directed to execute and deliver any and all documents on behalf of the Plainville Town Council and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including but not limited to, executing and delivering all agreements and documents contemplated by such documents.

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Refunds

8/17/2020

	Current Year	Amount
1	Bernard, Lionel, 19 1/2 Pearl St	\$7.52
2	Bordonaro, Sebastian, 19 Fairbanks St	\$17.62
3	Ciemnewski, Robert, 7 Irving St	\$20.35
4	Corfiati, Nancy or Leonard, 30 Cassidy Dr	\$27.00
5	Cwalinski, Dominic, 42 Julie Rd	\$20.53
6	Donovan, William or Erica, 7 Mountain View Dr	\$9.31
7	Eithy Four Lumber, Eighty Four, PA	\$1,722.35
8	Fabrizio, Beverly, 10 Cianci Ave A4	\$360.00
9	Foertsch, William or Eliana, 28 Julie Rd	\$18.94
10	Hermanowski, Mark, 56 Metacomet Rd	\$80.32
11	Hermanowski, Mark, 56 Metacomet Rd	\$145.26
12	Krzesinski, Joseph, 7 Washburn Dr	\$15.61
14	Lackey, Elizabeth, Manchester, CT	\$33.65
15	Lee, Yun, 69 Wayne Dr	\$165.00
16	Luo, ManLi, 131 Milford St Ext A-2	\$30.76
17	Michaud, Neema, 7 Bradley St U12	\$106.66
18	Piccolo, Deborah, 6 Eastwood Dr	\$32.44
	<b>Total</b>	<b>\$2,813.32</b>

	Prior Years	Amount
1	Luo, Man Li, 131 Milford St Ext A2	\$623.16
	<b>Total</b>	<b>\$623.16</b>

	Sewer User Fee	Amount
1	Chhouk, Mab, Long Beach, CA	\$572.06
2	CrisCarr Realty LLC, 37 Pembroke Hill (total amount 6 yr credit house was removed for development prior to billing)	\$3,434.22
3	Shea-Federowicz, Kathryn, 19 Dickman Rd	\$12.81
	<b>Total</b>	<b>\$4,019.09</b>