

**MINUTES  
PLAINVILLE TOWN COUNCIL  
COUNCIL CHAMBERS – MUNICIPAL CENTER  
REGULAR MEETING  
November 18, 2019 – 7:00p.m.**

- I. PRESENTATIONS:**
- II. PUBLIC HEARING**
- III. MINUTES OF PREVIOUS MEETING**  
Minutes of October 28, 2019 Special Meeting and November 12, 2019 Organizational Meeting
- IV. ANNOUNCEMENTS – REPORTS**
- V. APPOINTMENTS/RESIGNATIONS**
  - 1. Capital Projects Building Committee Appointment
  - 2. Recreation & Park Advisory Board Appointment
  - 3. Recycling & Solid Waste Commission Resignation
  - 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. Agreement Between Board of Education and Education Association (Teachers Contract)
  - 2. Discussion with Valley Water Systems
  - 3. CCM Property Tax Reform Commission
  - 4. Polling Locations
  - 5. BAN Sale
  - 6. OSHA Inspection-Police Department
  - 7. Memorandum of Agreement-Homeland Security Grant Program
  - 8. Small Cities Program Grant Award

9. Financial Dashboard
10. Happenings

**IX. PUBLIC COMMENTS**

**X. OLD BUSINESS**

**XI. NEW BUSINESS**

1. Resolution regarding Homeland Security Grant Program
2. Resolution regarding Small Cities Program Grant Award
3. OSHA-Corrective Actions
4. Tax Refunds-See Addendum

**XII. OTHER DISCUSSIONS OF INTEREST**

**XIII. MATTER APPROPRIATE FOR EXECUTIVE SESSION**

**XIV. ADJOURNMENT**

Chairwoman Pugliese called the meeting to order at 7:00pm in the Council Chambers of the Municipal Center, One Central Square. Also present were Vice Chairwoman Tompkins, Council members Wazorko, Morante, Gnazzo, Cox and Underwood, Town Manager Lee, Assistant to the Town Manager Lee Colby, Attorney Mastrianni and Town Clerk Skultety.

Councilman Underwood led the Pledge of Allegiance.

**I. PRESENTATIONS:**

**II. PUBLIC HEARING**

**III. MINUTES OF PREVIOUS MEETING**

Vice Chairwoman Tompkins motioned to approve the minutes of October 28, 2019 Special Meeting and November 12, 2019 Organizational Meetings. The motion was seconded by Councilman Cox and passed 7-0.

**IV. ANNOUNCEMENTS – REPORTS**

Councilwoman Morante reported the Conservation Commission Paderewski Pond Clean-Up event was very successful. She volunteered at the Veterans Lunch which had a full house and attended the Complete Count Census Committee meeting along with Chairwoman Pugliese.

The Committee is preparing ways to obtain maximum participation in Plainville. The census will begin in April and there will be various part time job openings available.

## **V. APPOINTMENTS/RESIGNATION**

### **1. Capital Projects Building Committee**

Councilman Gnazzo motioned to appoint Danny Carrier (R), 270 Camp St. to the Capital Projects Building Committee for the term ending August 1, 2021. The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.

### **2. Recreation & Park Advisory Board**

Councilman Cox motioned to acknowledge the Town Manager's appointment of Quinn Christopher (D), 135 New Britain Ave, to the Recreation and Park Advisory Board for the term ending May 1, 2020. The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.

### **3. Recycling & Solid Waste Commission**

Vice Chairwoman Tompkins motioned to accept with regret the resignation of Wayne Fish from the Recycling & Solid Waste Commission. The motion was seconded by Councilman Cox and passed 7-0.

### **4. Aviation Commission**

Councilman Cox motioned to reappoint Charles Zettergren (R), 135 New Britain Ave, to the Aviation Commission for the new term November 1, 2019 to October 31, 2022. The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.

### **5. Zoning Board of Appeals**

- a. Vice Chairwoman Tompkins motioned to reappoint Stacey Shaw (D), 126 New Britain Ave as a regular member of the Zoning Board of Appeals for the term October 1, 2019 to October 1, 2024. The motion was seconded by Councilman Cox and passed 7-0.
- b. Vice Chairwoman Tompkins motioned to reappoint Robert Macellaro (D), 110 Arcadia Ave, as an alternate member of the Zoning Board of Appeals for the term October 5, 2019 to October 1, 2024. The motion was seconded by Councilman Cox and passed 7-0.

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

No report was offered.

## **VII. REPORT OF TOWN ATTORNEY**

No report was offered.

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

Town Manager Lee presented and discussed the following topics:

- **Agreement Between Board of Education and Education Association (Teachers Contract)**

Steve LePage, Superintendent of Schools, was in attendance to give a summary of the negotiated agreement between the Board of Education and the Education Association (Teachers Contract).

The contract minimized language changes to five or fewer from both the Educator Association of Plainville and the Plainville Board of Education. Changes in language were minimal including the use of gender inclusive pronouns.

The total increase in teacher salary during the entire three period amounts to 8.85%, which includes any step costs from year to year and increases.

The insurance premium cost share is 16.5% in the current contract. This amount will remain flat during the first year of the contract, will move up .5% in 2021-2022, and will increase an additional 1% to 18% for the final 2022-2023 contract year.

Certain stipend amounts for extra duties and responsibilities were allowed a one-time increase of 1% which is scheduled to take place during the first year of the contract.

The Contract was filed with the Town Clerk on October 31, 2019. Unless the Town Council rejects the contract, it will go into effect on December 1<sup>st</sup>.

- **Discussion with Valley Water Systems**

On November 6, 2019, Town Manager Lee met with Don Vaughn and Valley Water representatives to discuss the proposed ion exchange system for the Woodford Avenue Pump station. Also present at this meeting were representatives from the Office of Consumer Council and the Public Utilities Regulatory Agency.

The purpose of installing the ion exchange system is to significantly lower the hardness of the water supplied by this aquifer. After the system is installed, Valley Water intends to use this wellfield as the main supplier of water for Plainville.

Valley Water has received proposals from several consultants for the design of the ion exchange system and is expected to award a contract in early December. They are anticipating that bid documents will be finalized by the end of June 2020 and that bids will be received in the Fall of 2020 with installation occurring in the Spring of 2021.

Valley Water also informed PURA and the OCC representatives that they plan to submit a “general rate case” next Spring. This proposed rate increase would not involve the improvements to the Woodford Avenue wellfield. Valley water last submitted a “general rate case” ten years ago. During the general rate case there will be public hearings.

- **CCM Property Tax Reform Commission**

CCM has created a Commission to “craft a new property tax relief initiative” to bring before the residents of Connecticut in 2020. Town Manager Lee has volunteered to be one of 37 Mayors, First Selectman and Town Managers to serve on this Commission. It should be noted that Connecticut’s property tax collections averages almost \$3,000 per person which is the third highest amount in the United States. Plainville’s property taxes account for 68.6% of the total revenue for the Town Budget.

The Commission will seek to tackle three main questions namely: 1.) How best to fund services other than relying heavily on property taxes; 2.) How to deliver services in the most cost-effective manner; and 3.) How state government can effectively stabilize its surging pension and retirement benefit costs.

The goal of the Commission is to come up with a recommendation that would reduce property taxes by a minimum of 25%. Once the Commission has finalized its work, CCM intends to launch “an intensive grassroots campaign” to inform voters of the recommendations.

Town Manager Lee has already attended the first meeting of the Commission and looks forward to participating in this worthwhile and long overdue endeavor.

- **Polling Locations**

A recent staff meeting was held to discuss polling locations in Plainville. There are four polling locations in Town. They are located at Toffolon School, Linden Street School, Wheeler Elementary School and Our Lady of Mercy Gymnasium. The review was done due to safety concerns, especially when school is in session during voting.

Present during this meeting were Steve LePage (Superintendent of Schools), Police Chief Matt Catania, the Registrars of Voters, the Town Clerk and the Town Manager.

The current policy is that school is not in session on Election Day each year. It was also pointed out that school will also not be in session when Presidential Primaries are held once every four years. The issue at hand is what should be done, if anything, when state or local primaries are held in early September. This is not a yearly occurrence and is generally not known whether one will happen until mid-summer.

The participants looked at possible alternative voting locations and/or the consolidation of voting districts. Due to parking considerations, especially during Presidential elections, practical new polling locations could not be found. Additionally, changing the polling locations for the fall primaries could be confusing to voters.

The recommendation of the Town staff was to keep the present voting locations and provide a police officer at the three schools in those instances where a primary occurs in early September.

- **BAN Sale**

The Town recently received five bids from financial institutions for Bond Anticipation Notes totaling \$4M. The notes would mature on May 21, 2020 after which the Town would permanently borrow monies over a 20-year period.

These monies would be used to pay for the Towns' share of the Wheeler Elementary School Project which is currently running ahead of schedule and below the authorized appropriation.

The low bid was submitted by TD Securities with a net interest cost of 1.4149%. A previous BAN issued earlier this year had an interest cost of 1.55%.

The result is that borrowing \$4M for six months will result in a net interest cost of \$27,550.

- **OSHA Inspection – Police Department**

An Occupational Safety & Health Administration (OSHA) inspection was conducted at the Plainville Police Department on June 25, 2019. The inspection was the result of a complaint filed with their office. The inspection was completed the next day on June 26, 2019.

On September 18, 2019 two letters were received from the Ct Department of Labor – Division of Occupational Safety & Health. The first letter detailed several violations along with a fine of \$280. This letter required the Town to abate the violations by November 27, 2019. The second letter detailed a "Letter of Significant Findings" and requested a response from the Town by October 15, 2019.

On October 15, 2019 a response was sent listing the actions being taken to comply with the violations. A second letter dated October 17, 2019 detailing the plan to address the "significant finding" was sent as well.

To date, the Town has corrected all but two items that were cited by OSHA.

The first of these items is the "accumulation of dust present on the fabric walls" located in the Dispatch Area. The fabric walls act as a sound attenuator for this room. After review of this item, it was determined that the fabric walls need to be removed and replaced with a wall covering that can be cleaned on a regular basis (non-fabric) and still act as a sound attenuator.

A proposal dated October 21, 2019 was received from Vibrasciences, Inc. for the installation of "Soundseal class 1 fire rated Fiberglass Acoustic panels". The cost of this installation (including removal of current system) is \$15,633.

The second issue is the installation of an exhaust system for the Evidence Room. A proposal dated October 14, 2019 was received from Modern Mechanical Services, Inc. to perform this installation. The price for this proposal was \$7,975.

OSHA is requiring that these two items be abated by November 27, 2019. The total cost to address them is \$23,608. Currently there is approximately \$27,000 remaining in the "Unclassified" Account (830).

Chief Catania stated the fine was significantly lower than anticipated, in part due to the transparency in working with OSHA as they toured the building and that actions had already been taken to address some of the items. He acknowledged there were issues and that materials that were appropriate when the building was built are not necessarily the best product available now.

- **Memorandum of Agreement – Homeland Security Grant Program**

The State Department of Emergency Services and Public Protection is the designated recipient and State Administrative Agency for the U.S. Department of Homeland Security Grant Program for FY19. Plainville is part of Region 3 and the Capital Region Council of Governments is the coordinating agency for this grant program. The State has allocated \$358,659.20 to Region 3.

There is an item under **New Business** that would authorize the execution of a Memorandum of Understanding for the use of these monies for regional purposes as determined by CRCOG.

- **Small Cities Program Grant Award**

Last month the State notified Plainville that we were awarded a Small Cities Grant in the amount of \$1.5M to make improvements to the Woodmere Manor and Centerview Village Senior Housing Complexes managed by the Housing Authority.

There is an item under **New Business** that is required by the State of Connecticut in order to move forward with the grant award. The resolution recognizes that Plainville is cognizant of the conditions and prerequisites for the Small Cities Program and authorizes the Town Manager to file the Grant Application and to execute the necessary documents to participate in the program.

- **Financial Dashboard**

Assistant to the Town Manager Colby reviewed the Dashboard which was distributed in the meeting package and has been posted on the Town web page.

- **Happenings**

Assistant to the Town Manager Colby reported on activities within the Senior Center. More information can be obtained on the Town's website at [www.plainvillect.com](http://www.plainvillect.com)

**Vice Chairwoman Tompkins motioned to add:**

**\*XI. NEW BUSINESS**

**4. Teachers Contract**

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

**IX. PUBLIC COMMENTS**

John Kisluk, 65 Forestville Ave comments included low voter turnout, recommended use of Fund Balance and suggested no action be taken regarding the BOE teachers' contract.

Lou Frangos, 10 Fairbanks St congratulated the newly elected Town Council and commented on the Financial Dashboard.

Joel Edman, 63 Hollyberry Ln spoke against Alignment C, feels it is not a good investment or feasible.

Roberta Lauria, 18 Perron Rd spoke in opposition to the trail and feels the elected Town Council is not listening to the residents when it comes to the trail.

Dave Albert, 56 Hollyberry Ln helped with the Paderewski Park clean-up and commented on the teachers' contract.

Joanne Edman, 166 West Main St strongly opposes Alignment C.

Veronica DeLandro, District Director for Congresswoman Jahana Hayes, introduced herself and offered her assistance with the Homeland Security Grant and the Small Cities Program Grant as discussed in the meeting.

## **X. NEW BUSINESS**

### **1. Resolution regarding Homeland Security Grant Program-See Addendum**

Vice Chairwoman Tompkins motioned to adopt a resolution entitled "Authorizing Resolution of the Town Council" regarding a Memorandum of Agreement with the State for use of Homeland Security Grant Funding. The motion was seconded by Councilman Cox and passed 7-0.

### **2. Resolution regarding Small Cities Program Grant Award-See Addendum**

Vice Chairwoman Tompkins motioned to adopt a resolution entitled "Resolution Regarding Connecticut Small Cities Community Development Block Grant Program". The motion was seconded by Councilman Cox and passed 7-0.

### **3. OSHA-Corrective Actions**

Vice Chairwoman Tompkins motioned to approve and authorize Town Manager Lee to execute the following agreements due to OSHA inspection findings:

- a. **Vibrasciences, Inc. in the amount of \$15,633 for the installation of Soundseal Class 1 fire-rated fiberglass acoustic panels in the Police Department Dispatch Center; and**
- b. **Modern Mechanical Services, Inc. in the amount of \$7,975 for the installation of an exhaust system in the Police Department Evidence Room.**

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

### **4. \*Teachers' Contract**

**Councilman Wazorko motioned to ratify the 3-yr, Agreement Between Board of Education of the Town of Plainville and Education Association of Plainville, Connecticut for the period July 1, 2020 through June 30, 2023. The motion was seconded by Councilwoman Morante and passed 7-0.**

**5. Tax Refunds-See Addendum**

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

**XI. OTHER DISCUSSIONS OF INTEREST**

**XII. MATTER APPROPRIATE FOR EXECUTIVE SESSION**

**XIII. ADJOURNMENT**

**Vice Chairwoman Tompkins made a motion to adjourn at 8:00pm. The motion was seconded by Councilman Cox and unanimously passed.**

Respectfully submitted by,

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

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**14-2019**

**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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15-2019

**RESOLUTION REGARDING CONNECTICUT SMALL CITIES COMMUNITY  
DEVELOPMENT BLOCK GRANT PROGRAM**

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93 – 3 83, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and,

WHEREAS, it is desirable and in the public interest that the Town of Plainville make application to the State for \$1,500,000.00 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,
2. That the filing of an application by the Town of Plainville in an amount not to exceed \$1,500,000.00 is hereby approved, and that the Town Manager is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, to carry out approved activities and to act as the authorized representative of the Town of Plainville.

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	<b>Refunds</b>	<b>11/18/2019 Current Year</b>	<b>Amount</b>
1	Allario, Ruth, 58 Julie Rd		\$11.77
2	Corelogic Centralized Refunds, Coppell, TX		\$4,600.83
3	CWPM, 25 Norton Pl		\$78.62
4	CWPM, 25 Norton Pl		\$78.62
5	CWPM, 25 Norton Pl		\$48.92
6	Dynamic Mechanical Heating & Air Cond., 230 S Washington St		\$418.21

7	Jones, Kellye, 27 Pearl St	\$56.17
8	Mercedes-Benz Financial Services, Fort Worth, TX	\$274.15
9	Trinks, Michael, 5 Harvest Ln	\$194.56
10	Walker Crane & Rigging Corp, 50 Farmington Valley Dr	\$186.60

<b>Total</b>		<b>\$5,948.45</b>
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	<b>Prior Year</b>	<b>Amount</b>
1	Dynamic Mechanical Heating & Air Cond., 230 S Washington	<b>\$423.34</b>
	<b>Total</b>	<b>\$423.34</b>