

**MINUTES
PLAINVILLE TOWN COUNCIL
COUNCIL CHAMBERS – MUNICIPAL CENTER
REGULAR MEETING
DECEMBER 2, 2019 – 7:00p.m.**

- I. PRESENTATIONS:**
- II. PUBLIC HEARING**
- III. MINUTES OF PREVIOUS MEETING**
Minutes of November 18, 2019 Regular Meeting
- IV. ANNOUNCEMENTS – REPORTS**
- V. APPOINTMENTS/RESIGNATIONS**
- VI. BOARD OF EDUCATION LIAISON (3rd Monday Meetings Only)**
- VII. REPORT OF TOWN ATTORNEY**
- VIII. REPORT OF TOWN MANAGER**
 - 1. Plan of Conservation & Development Update
 - 2. Debt Management Plan Update
 - 3. Wheeler School Project Update
 - 4. Land Donation-Oak Land Developers
 - 5. Happenings
- IX. PUBLIC COMMENTS**
- X. OLD BUSINESS**
- XI. NEW BUSINESS**

1. Consider Land Donation-Oak Land Developers
2. 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 Chomick and Town Clerk Skultety.

Councilman Cox led the Pledge of Allegiance.

I. PRESENTATIONS:

II. PUBLIC HEARING

III. MINUTES OF PREVIOUS MEETING

Vice Chairwoman Tompkins motioned to approve the minutes of November 18, 2019 Regular Meeting. The motion was seconded by Councilman Cox and passed 7-0.

IV. ANNOUNCEMENTS – REPORTS

Councilwoman Morante reported on the success of the Committee on Aging's Craft Fair and the Thanksgiving Dinner which served about 85 people.

V. APPOINTMENTS/RESIGNATION

No appointments were made

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

No report

VII. REPORT OF TOWN ATTORNEY

No report was offered.

VIII. REPORT OF TOWN MANAGER

Town Manager Lee presented and discussed the following topics:

- **Plan of Conservation & Development Update**

The Planning & Zoning Commission recently updated the Plan of Conservation & Development (POCD). Their work on this plan started more than one year ago.

State Law requires Connecticut Municipalities to update the POCD every ten years. Town Planner Garrett Daigle gave a presentation of the 2019 Plan of Conservation & Development. The complete POCD can be found on the Town's website at www.plainvillect.com under Planning & Zoning Commission.

- **Debt Management Plan Update**

The Town is preparing to issue \$6M in General Obligation Bonds next May for the final phase of the Wheeler School Project. Before this occurs, the Town will seek a "rating assessment" from Standard & Poor's. (S&P) The Town's current rating, which was done several years ago, is AA+. This is one notch under a AAA rating which is the highest rating a Town can receive.

S&P evaluates several major factors before determining the assigning a rating. The higher the rating, the more secure the investment for those who want to buy our bonds, the lower the interest rate bid, and the less interest costs to be paid by the Town.

The major factors are: **1) Management Practices** (25%) which is "fiscal discipline and ability to plan, monitor and manage government finances"; **2) Economy & Demographics** (30%) which is "unemployment rate, and housing values"; **3) Financial Performance** (25%) which is "fund balance levels & budgetary discipline"; **4) Debt Management** (10%) which is "debt % of budget, debt % of grand list"; **5) Long-term Liabilities** (10%) which is Pension & Other Post-Employment Benefits (OPEB) (retirement health care).

The Town's current debt service budgeted for FY20 is \$4,724,233, however, the budget includes the use of Debt Management Funds resulting in a net amount of \$4.4M. This \$4.4M amount has been maintained for several years by the Town.

According to the latest financial projections, the \$6M borrowing will impact the FY21 budget by \$495K. This assumes a 3.25% interest rate which is very conservative at this time. Additionally, because there is debt that is being retired or paid off this year, the net impact to next year's budget will result in a decrease of \$323K from the current year's budget - just \$30,350 above the \$4.4M goal.

Additionally, the \$5M Road Bond II, approved last month, is expected to impact the Town Budget in FY22. According to the latest financial projections, the **net impact** to the budget will be minus \$87,625 bringing the annual payments below the \$4.4M goal by almost \$60K.

Further decreases in the debt service line item will occur in FY23 and FY25 allowing for additional debt to be incurred and still stay below the \$4.4M goal. This would allow the Town to consider addressing improvements to the Middle School.

- **Wheeler School Project Update**

The Wheeler School Renovation Project is currently running ahead of schedule and under budget. Assistant to the Town Manager Colby gave an update on the project.

Work is being done on Phase 3 which include the Music Room, Staff Lounge, Computer Room, Guidance Office and 2-Pre-K Class rooms. This area is scheduled to be completed before December 31st and turned over to the Town to occupy the new space. Minor punch list items will be completed and minor sitework will be completed in the Spring.

- **Land Donation – Oak Land Developers**

Last year Oak Land Developers LLC received approval for a three-lot subdivision on a 2-acre parcel on Stillwell Drive. As part of the approval process, the Planning & Zoning Commission required that 0.94 acres be given to the Town for open space. This land is located adjacent to the Testa Wildlife Area which is owned by the Town.

Council action is required.

- **Happenings**

Assistant to the Town Manager Colby reported on the Chamber of Commerce's 27th Annual Tree Lighting Ceremony & Holiday Stroll scheduled for December 13.

Chairwoman Pugliese complimented Town staff for their efforts to clean up the leaves.

IX. PUBLIC COMMENTS

John Kisluk, 65 Forestville Ave comments included BOE teachers' contract, low voter turnout and the Town Manager's evaluation.

Joel Edman, 63 Hollyberry Ln spoke against Alignment C, suggested the town is quite cluttered already and feels the Town does not need the trail.

Dave Albert, 56 Hollyberry Ln comments included the suggestion the Toffolon property be included with the plans for the trail.

Joanne Edman, 166 West Main St strongly opposes Alignment C and the funding for it.

X. NEW BUSINESS

1. Consider Land Donation-Oak Land Developers

Vice Chairwoman Tompkins motioned to accept the donation of .94 acres of land on Eisenhower Drive from Oak Land Developers. The motion was seconded by Councilman Cox and passed 7-0.

2. 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

Town Manager Lee will be at the Library on Wednesday, Dec. 3 from 6-8pm. Chief Catania will be the Special Guest.

Councilman Gnazzo wished the Plainville High School football team luck on the upcoming game

XII. MATTER APPROPRIATE FOR EXECUTIVE SESSION

XIII. ADJOURNMENT

Vice Chairwoman Tompkins made a motion to adjourn at 8:05pm. The motion was seconded by Councilman Cox and unanimously passed.

Respectfully submitted by,

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

Refunds		12/2/2019 Current Year	Amount
1	Honda Lease Trust, Holyoke, MA		\$154.96
2	Honda Lease Trust, Holyoke, MA		\$425.07
Total			\$580.03
		Prior Year	Amount

1	Belanger, Heather, 15 Betsy Rd	\$81.97
	Total	\$81.97

	Sewer User Fee	Amount
1	Brock Barnes Post 33, 7 Race Ave	\$15.52
2	Peoples United Bank, Bridgeport, CT	\$203.88
3	Roy, Lawrence or Gladys, 5 Pine St	\$50.00
	Total	\$219.40