

**MINUTES
PLAINVILLE TOWN COUNCIL
COUNCIL CHAMBERS – MUNICIPAL CENTER
REGULAR MEETING
February 18, 2020 – 7:00p.m.**

- I. PRESENTATIONS:**
- II. PUBLIC HEARING**
- III. MINUTES OF PREVIOUS MEETING**
February 3, 2020 Regular Meeting
- IV. ANNOUNCEMENTS – REPORTS**
- V. APPOINTMENTS/RESIGNATIONS**
 - 1. Aviation Commission
 - 2. Firefighter Resignations
 - 3. Appointments and Re-appointments to Boards and Commissions
- VI. BOARD OF EDUCATION LIAISON (3rd Monday Meetings Only)**
- VII. REPORT OF TOWN ATTORNEY**
- VIII. REPORT OF TOWN MANAGER**
 - 1. Personal Property Audit – Ann Marie Heering
 - 2. Wheeler Elementary School Open House/Ribbon Cutting – March 4
 - 3. Town Council March Meeting Schedule
 - 4. Airport Lease Extension
 - 5. Facilities Study Committee
 - 6. Financial Dashboard
 - 7. Happenings
- IX. PUBLIC COMMENTS**
- X. OLD BUSINESS**

XI. NEW BUSINESS

1. Establish public hearing regarding Town Manager's FY2021 Proposed Budget
2. Set Special Meetings regarding Town Council FY2021 Proposed Budget
3. Tax Refunds

XII. OTHER DISCUSSIONS OF INTEREST

XIII. MATTER APPROPRIATE FOR EXECUTIVE SESSION

XIV. ADJOURNMENT

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

Councilman Wazorko led the Pledge of Allegiance.

I. PRESENTATIONS

II. PUBLIC HEARING

III. MINUTES OF PREVIOUS MEETING

Councilwoman Tompkins motioned to approve the minutes of February 3, 2020 Regular Meeting. The motion was seconded by Councilman Cox and passed 7-0.

Councilman Gnazzo corrected the motion approving Tax Refunds. He was not in attendance at that meeting.

The minutes as corrected were passed 7-0.

*Vice Chairwoman Tompkins motioned to add agenda items:

XI. NEW BUSINESS

- *3. Facilities Study Committee**

XIII. MATTER APPROPRIATE FOR EXECUTIVE SESSION

- **1. Personnel Matter-Fire Marshal Position**

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

IV. ANNOUNCEMENTS – REPORTS

Councilwoman Morante attended the Library Trustee’s meeting. Topics included the FY21 Budget, statistical updates and a safety review with Police Chief Catania.

The Conservation Commission is making plans for Earth Day 2020, CT Trails Day and Pequabuck River Clean-Up.

The Committee On Aging is working on the 45th Anniversary plans, activities and programs are going strong and tax preparations schedules are booked.

V. APPOINTMENTS/RESIGNATION

1. Aviation Commission

Councilman Underwood motioned to appoint David King as a Regular Member of the Aviation Commission for the term ending 10/31/20. The motion was seconded by Councilman Cox and passed 7-0.

2. Fire Department

Councilman Gnazzo motioned to accept with regret the resignations of:

- a. Joshua Baczek
- b. Joel Rosado
- c. Martin Schiraldi

from the Plainville Fire Department. The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.

3. Recycling & Solid Waste

Vice Chairwoman Tompkins motioned to reappoint to the Recycling & Solid Waste Commission for the new term February 1, 20 – February 1, 22:

- a. George Fensick (R), 2 Pinecrest Dr
- b. Rebecca M. Ireland (D), 21 East Maple St
- c. Kathleen Cole (D), 2 Condale La

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

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:

- **Personal Property Audit – Ann Marie Heering**

The FY20 Budget included a \$10K line item to audit ten manufacturing businesses in Plainville. There are approximately thirty such businesses in Town.

Town Assessor Ann Marie Heering was in attendance and gave a summary of the results of the recently completed personal property audits.

The State of Connecticut previously performed personal property audits on manufacturing companies. In 2009, legislation transferred the option of auditing these companies to the Towns.

Ten manufacturing companies were randomly chosen from a spreadsheet of 79 manufacturing companies in Town. Auditors for the Town then sent these companies registered letters notifying them that they were being audited going back for the last three years. Their Personal Property Declarations were also sent along with their property cards.

Audit results were compiled based on the documents supplied, inspection of the property and any additional information provided by the companies. The results were then sent to the Assessor for her review. The next step was to inform the companies of their audit results and to set up informal hearings if requested. During the hearings the results were reviewed with the Assessor, Auditors and manufacturing company personnel. When appropriate, changes were made to the audits.

Based on the final audit results, the tax office issued prior year bills totaling \$240,466.27. Currently \$194,461.78 has been received from eight companies. One company has requested an appeal.

Town Assessor Heering thought the process was fair and helpful to the manufacturing companies going forward. She will be asking for funding for Auditors in the upcoming budget to continue the audit process.

- **Wheeler Elementary School Open House/Ribbon Cutting – March 4**

An Open House & Ribbon Cutting Ceremony has been scheduled for the newly renovated Frank T. Wheeler Elementary School. This will be held on Wednesday, March 4th from 6-7:30 pm. The public is invited to tour the building at this time.

A ribbon cutting ceremony and remarks by several invited guests will take place at 6:30 pm in the Wheeler Gymnasium and light refreshments will be served in the cafeteria.

Several years ago, Town residents approved a \$23.5M appropriation to renovate the school. The project was completed ahead of schedule and is anticipated to come in under the budgeted amount. The project is essentially complete except for some outdoor punch list items that will be

completed in the Spring. Town Manager Lee thanked the Capital Project Building Committee for their attention to this project.

Residents are encouraged to attend the Open House.

- **Town Council March Meeting Schedule**

On March 2nd the Town Council will be receiving the FY21 Town Budget recommendation. Town Manager Lee and Superintendent of Schools Steve LePage will give a brief summary of both the Town and School budgets.

On Thursday, March 5th, there will be a Public Hearing beginning at 7:00 pm where residents can comment on the proposed budget as recommended by the Town Manager and Board of Education.

The Town Council will then conduct work sessions on the proposed budgets beginning the week of March 9th. Town staff has provided the Town Council with possible dates for the work session for consideration. It is proposed that the work sessions begin at 6:30 and that they also be televised by Nutmeg TV. The work sessions are open to the public as well.

- **Airport Lease Extension**

The Robertson Airport lease with Interstate Aviation is scheduled to expire on August 31, 2020. The lease provides for a five-year extension. Over the last several months the Aviation Commission has been negotiating with Interstate for the lease extension.

At their meeting held on January 27th, the Aviation Commission unanimously voted on the specific terms for the extension. These terms include the monthly lease payment, revenue sharing, lessee capital improvements and lessor capital improvements.

The proposed lease would result in the Airport continuing to be self-sufficient requiring no Town taxpayer support.

The next step is for the Town Attorney to draft the lease extension based upon the terms approved by the Aviation Commission. No action by the Town Council is required at this time. It is expected that the Commission will formally present their recommendation once the extension has been drafted and ready for signature.

Town Manager Lee thanked the Aviation Commission for their volunteer efforts and expertise in overseeing the operation of Robertson Airport.

- **Facilities Study Committee**

In January of 1996, the Town Council established a “*Facilities Study Committee*”.

In June of 2005, the Town Council established the *Capital Projects Building Committee*.

Both Committees have similar charges and responsibilities. Town staff is recommending that the Town Council formerly disband the “*Facilities Study Committee*”.

- **Financial Dashboard**

Town Manager Lee reviewed the Financial Dashboard. It has also been posted on the Town website.

- **Happenings**

Assistant Town Manager Osle reviewed programs and activities which included the Plainville Coalition for Positive Youth Development and Senior Center. More information can be found on the Town's website at www.plainvillect.com.

IX. PUBLIC COMMENTS

Roberta Lauria, 18 Perron Rd comments included the existence of an Ethics Commission.

The response was currently there are no active members.

John Kisluk, 65 Forestville Ave comments included his suggestion to the BOE of how they could reduce the number of employees after there is a retirement.

Joel Edman, 63 Hollyberry Ln comments included his opposition to any alignment through Plainville that will impact the mule haul trail.

Jessie Salley, 26 Ashford Rd expressed her concerns with fines for vaping

Joanne Edman, 166 West Main St comments included her opposition to any trail or alignment through Plainville. It's invasive and intrusive.

X. NEW BUSINESS

1. Establish public hearing regarding Town Manager's Proposed Budget

Vice Chairwoman Tompkins motioned to establish a public hearing for Thursday, March 5, 2020, at 7:00pm in the Municipal Center to hear public comment on the Town Manager's FY2021 Proposed Budget. The motion was seconded by Councilman Cox and passed 7-0.

2. Set Special Meetings regarding Town Council FY2021 Proposed Budget

Vice Chairwoman Tompkins motioned to establish the following special meetings of the Town Council for the purpose of considering and action upon the FY2021 Budget:

- March 9, 10, 11, 12, 17, 18 and 19, 2020 in the Municipal Center at 6:30pm.

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

3. *Facilities Study Committee

Vice Chairwoman Tompkins motioned to disband the Facilities Study Committee. The motion was seconded by Councilman Cox and passed 7-0.

4. Tax Refunds-See Addendum

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

XI. OTHER DISCUSSIONS OF INTEREST

Councilman Gnazzo brought up the proposal of the Fire Department to consider creating a paid Part Time Firefighter/Driver position for daytime coverage when the volunteer force may be unavailable for a call.

Town Manager Lee mentioned funds to fill this position will be in his budget proposal and there may be funds available in this year's budget to move forward with the position.

Discussion followed. It was the consensus of the Town Council to consider the position in next year's budget and to develop advertising and take applications before the end of this year's budget.

XII. **MATTER APPROPRIATE FOR EXECUTIVE SESSION

1. Personnel Matter-Fire Marshal Position

At 8:25pm Vice Chairwoman Tompkins motioned to enter into an Executive Session to discuss a Personnel Matter. The motion was seconded by Councilman Cox and passed 7-0.

Executive Session began with all seven Town Council members present, Town Manager Lee and Assistant Town Manager Lee Osle.

Discussion ensued regarding the position of Fire Marshal.

At 8:40pm a motion was made and seconded to come out of Executive Session.

***Councilman Wazorko motioned to add agenda item:**

V. APPOINTMENTS/RESIGNATIONS

4. Fire Marshal Appointment

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

V. APPOINTMENTS/RESIGNATIONS

***4. Fire Marshal Appointment**

Councilman Gnazzo motioned to appoint Ronald Dievert, Jr as Fire Marshal for the Town of Plainville pending the successful completion of the required documents for employment. The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.

XIII. ADJOURNMENT

The meeting adjourned at 8:45pm.

Respectfully submitted by,

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

	Refunds	2/18/2020 Current Year	Amount
1	Bradley, Richard Jr & Geri Ann, 135 New Britain Ave #28		\$2,736.02
2	Honda Lease Trust, Holyoke, MA		\$303.62
3	Honda Lease Trust, Holyoke, MA		\$185.21
	Total		\$3,224.85
		Prior Year	
1	Ford Credit Personal Property Tax, Detroit, MI		\$153.70
2	Toyota Lease Trust, Woburn, MA		\$287.57
	Total		\$441.27