

**MINUTES
PLAINVILLE TOWN COUNCIL
COUNCIL CHAMBERS – MUNICIPAL CENTER
REGULAR MEETING
November 16, 2020 – 7:00p.m.**

- I. PRESENTATIONS:**
- II. PUBLIC HEARING**
- III. MINUTES OF PREVIOUS MEETING**
October 15, 2020 Special Meeting; October 19, 2020 Regular Meeting; October 27, 2020 Special Meeting.
- IV. ANNOUNCEMENTS – REPORTS**
- V. APPOINTMENTS/RESIGNATIONS**
 - 1. Zoning Board of Appeals
 - 2. Inland Wetlands Commission appointment
 - 3. Recycling & Solid Waste Commission Appointment
 - 4. Fire Department
 - 5. 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. White Oak Proposal Update-Phase 1
 - 2. Farmington Canal Heritage Trail Update-Phase 1
 - 3. ClearGov Update
 - 4. School Administrators Contract
 - 5. COVID-19 Update
 - 6. Financial Dashboard
 - 7. Happenings
- IX. PUBLIC COMMENTS**

X. OLD BUSINESS

XI. NEW BUSINESS

1. Elect Town Council Chair and Vice-Chairwoman Pugliese
2. School Administrators Contract
3. Tax-Refunds-Addendum

XII. OTHER DISCUSSIONS OF INTEREST

XIII. MATTER APPROPRIATE FOR EXECUTIVE SESSION

1. Land Acquisition Matter
2. Personnel Matter

XIV. ADJOURNMENT

The Regular Meeting was called to order at 7:00pm in the Council Chambers of the Municipal Center, One Central Square. Present were Chairwoman Pugliese, Vice Chairwoman Tompkins, Council members Morante, Gnazzo, Rocco, Underwood, Town Manager Lee, Assistant Town Manager Daskal, Town Attorney Mastrianni and Town Clerk Skultety. Councilman Wazorko was present remotely.

Councilman Rocco led the Pledge of Allegiance

Chairwoman Pugliese sadly announced the passing of Chick Smedick and asked for a moment of silence.

I. PRESENTATIONS

II. PUBLIC HEARING

III. MINUTES OF PREVIOUS MEETING

Vice Chairwoman Tompkins motioned to approve the minutes of October 15, 2020 Special Meeting; October 19, 2020 Regular Meeting; October 27, 2020 Special. The motion was seconded by Councilman Underwood and passed 7-0.

IV. ANNOUNCEMENTS – REPORTS

Councilwoman Morante commented on meetings of the Committee on Aging and Board of Library Trustees. She went on to thank the Town Clerk and Registrar of Voters for their work during the elections.

Chairwoman Pugliese commented on the Board of Education meeting and the procedures for snow days and remote learning.

V. APPOINTMENTS/RESIGNATION

1. Zoning Board of Appeals

- a. Vice Chairwoman Tompkins motioned to accept with regret the resignation of Bryan Ouellette from the Zoning Board of Appeals. The motion was seconded by Councilman Gnazzo and passed 7-0.
- b. Vice Chairwoman Tompkins motioned to accept with regret the resignation of Jamie Ricci from the Zoning Board of Appeals. The motion was seconded by Councilman Underwood and passed 7-0.
- c. Vice Chairwoman Tompkins motioned to accept with regret the resignation of Robert Macellaro from the Zoning Board of Appeals. The motion was seconded by Councilman Gnazzo and passed 7-0.
- d. Vice Chairwoman Tompkins motioned to appoint Rick Drezek (R), 1 Mel Road to the Zoning Board of Appeals as a Regular Member for the term ending October 1, 2023. The motion was seconded by Councilman Gnazzo and passed 7-0.

2. Inland Wetlands Commission

Councilman Gnazzo motioned to appoint Paul Martin (U), 93 Trumbull Avenue, to the Inland Wetlands Commission as a Regular Member for the term ending January 7, 2022. The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.

3. Recycling & Solid Waste commission

Vice Chairwoman Tompkins motioned to appoint Jennifer Dahlstrom (R), 5 Dominic's Court, to the Recycling & Solid Waste Commission for the term ending February 1, 2022. The motion was seconded by Councilman Gnazzo and passed 7-0.

4. Fire Department

- a. Councilman Gnazzo motioned to appoint Mark Riordan, 45 Chester Street, as a Probationary Firefighter to the Plainville Fire Department. The motion was seconded by Councilman Underwood and passed 7-0.
- b. Councilman Gnazzo motioned to remove Rick Dohoney as a Probationary Firefighter from the Plainville Fire Department. The motion was seconded by Councilman Rocco and passed 7-0.

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

VII. REPORT OF TOWN ATTORNEY

VIII. REPORT OF TOWN MANAGER

- **White Oak Proposal Update – Phase 1**

Town staff has requested Loureiro to submit a scope of services to review the two proposals for the White Oak Property. Some of the services to be provided would include in-depth evaluations of the program components of each proposal including Environmental Considerations; determining the estimated tax and permit revenues; employment estimates and potential traffic and parking requirements for each proposal.

Additionally, Loureiro would review the environmental impacts to the Pequabuck River; determine the impact to the cost of remediation; detail the potential benefits to the surrounding downtown businesses; and discuss the potential demands for Town services for each proposal.

They would also review the potential timeline for each proposal and present their findings to the Town Council. Finally, Loureiro would assist the Town in drafting a Memorandum of Understanding with the preferred developer that would define the responsibilities of the Town and the developer going forward including specific milestone steps and a timetable for same.

The cost to provide these services are \$13,500 and would be covered utilizing remaining state grant funds. The estimated timetable for the completion of the study is four weeks.

The Planning & Zoning Commission has reviewed the two proposals and their recommendation should be forthcoming in a couple of weeks.

Town staff also contacted the CT Main Street Center for their potential input. They offer municipalities a wide range of benefits and services to meet a variety of local community development and readiness levels. CT Main Street's mission is "to be a catalyst that ignites Connecticut's downtowns as the cornerstone of thriving communities". The Economic Development Commission will be meeting with them to get some perspective on the two proposals as well and report back to the Town Council.

The current schedule is to present the Loureiro Study, the P&Z and EDC recommendations at the January 4th Town Council meeting.

- **Farmington Canal Heritage Trail Update – Phase 1**

Scott Bushee from the Department of Transportation notified the Town Manager's Office that they are considering the construction of a 53-space parking lot off Redstone Hill Road as part of Phase 1 of the Farmington Canal Heritage Trail in Plainville. He indicated that the trail has

experienced heavy use in other communities and that users have parked in unauthorized areas such as businesses when accessing the trail.

Mr. Bushee also has concerns about the trail visitors utilizing the existing parking at Norton Park. The D.O.T. is currently considering a parking area on the Soli property. The entrance to the proposed parking lot would be just south of 184 Redstone Hill Road. According to preliminary plans, the closest home would be located approximately 180' from the parking lot which would be screened from adjacent properties. There is currently an existing buffer of trees existing in the area as well. The next closest homes are located 325 + feet from the parking lot as well.

The parking lot would have a small covered area for users and would directly connect to the trail. The lot would be closed after dark.

Before moving forward, the D.O.T. is asking whether the Town Council would support the construction of a parking lot on the Soli property. Scott Bushee is anticipating that they will be ready to conduct a virtual public meeting on Phase 1 of the Trail sometime in February.

The Town Council would like to hear from the residents near the property and suggested a walk through would be helpful before any action is taken.

- **ClearGov Update**

Finance Director Rob Buden has begun implementing the ClearGov budget software package. He has submitted five years of audited budget data, FY20 unaudited data and FY21 to date budget information. These years will be used for comparative purposes for the FY22 budget.

While there will be a learning curve for this new budgeting software package, preliminary experience suggests that it will be a more useful tool and transparent system for both the Town Council, Town staff and interested citizens of Plainville.

- **School Administrators Contract**

At the October 19th meeting the Town Council was notified of a newly negotiated contract between the Plainville Association of School Administrators and the Plainville Board of Education. The contract is for a one-period beginning July 1, 2021 through June 30, 2022.

The Agreement calls for a 2% wage increase, with a step increase and includes a \$500 increase to their tax-sheltered annuity. There would be no change to the premium cost share for health insurance. The employees would continue to pay 19% towards the health insurance premium cost share.

The Town Council has 30 days to accept, reject or do nothing with regards to the one-year contract extension.

There is an item under **New Business** regarding possible action by the Town Council.

- **COVID-19 Update**

Plainville continues to be in the Red Alert category with an average daily Rate of COVID-19 cases per 100,000 population that has risen to 25.5. There are currently over 100 CT municipalities which are in the Red Alert category.

The Senior Center is currently open by appointment only. The Fitness Center is has re-opened as well as some other programs including pool tables, caregiver support and ceramics. Virtual programs continue to be provided as well.

Town staff will continue to work with Regional Health Director Shane Lockwood to monitor the COVID-19 pandemic and make any necessary adjustments to Municipal Building access and town staff and community safety protocols.

- **Financial Dashboard**

The Financial Dashboard for the period ending October 31, 2020 has been posted on the Town website.

- **Happenings**

Assistant Town Manage Daskal announced activities and updates regarding leaf collection, Thanksgiving closings, Plainville Family Resource on-line services, Senior Center and sewer user bills. Detailed information can be found on the Town's website www.plainvillect.com

IX. PUBLIC COMMENTS

Kris Hart, 7 Murzen Ln voiced his safety concerns at the intersection of Florence Lane, Murzen Lane and Bernice Court. He asked for a study and a 4-way stop.

Carol Nicolucci, 8 Condale Ln voiced her concerns with groups of people coming on her property from the tow path to see the waterfall.

Joel Edman, 63 Hollyberry Ln spoke in opposition to the trail and the proximity to property boundaries.

Roberta Lauria, 18 Perron Rd spoke in opposition to the trail and voiced safety concerns.

Joanne Edman, 166 West Main St spoke in opposition to proposed trail alignments.

Katherine LaBella, 50 Pierce St via email voiced her opposition to the White Oak proposal and the impact it would have on Pierce St. Her suggestion is to modify the plan and include an impact study.

X. NEW BUSINESS

1. Elect Town Council Chair and Vice-Chair

- a. Vice Chairwoman Tompkins motioned to elect Katherine Pugliese as Town Council Chairwoman for a one-year term. The motion was seconded by Councilman Underwood and passed 7-0.
- b. Councilman Rocco motioned to elect Deborah Tompkins as Vice Chairwoman for a one-year term. The motion was seconded by Councilman Underwood and passed 7-0.

2. School Administrators Contract

Vice Chairwoman Tompkins motioned to accept the “Agreement between the Board of Education of the Town of Plainville, CT and the Plainville Association of School Administrators”. The motion was seconded by Councilwoman Morante 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. Land Acquisition
2. Personnel Matter

At 8:11pm Vice Chairwoman Tompkins motioned to enter Executive Session for the purpose of discussion regarding land acquisition and personnel matters. The motion was seconded by Councilman Gnazzo and passed 7-0.

Discussion ensued with the Town Council, Town Manager Lee, Attorney Mastrianni, Assistant Town Manager Daskal and Police Chief Catania. No action was taken.

Executive Session ended at 9:30.

XIII. ADJOURNMENT

The meeting was adjourned at 9:31pm.

Respectfully submitted by,

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

Refunds		11/16/2020	
		Current Year	Amount
1	Ally Financial, Louisville, KY		\$227.56
2	Ally Financial, Louisville, KY		\$539.55
3	Ally Financial, Louisville, KY		\$145.23
4	Bakaj, Maria, 63 Pequot Rd		\$16.31
5	Bonas, Estelle, 634 Camp		\$16.27
6	Buden, Dean or Juanita, 34 Wilson St		\$22.26
7	Dellavecchia, David, 60 Diamond Ave		\$23.02
8	Dellavecchia, David, 60 Diamond Ave		\$154.06
9	Dilernia, Dorothy or Barbara Bergeron, 125 Ledge Rd		\$135.98
10	Dilernia, Dorothy or Barbara Bergeron, 125 Ledge Rd		\$21.46
11	Enterprise FM Trust, Saint Louis, MO		\$181.09
12	Enterprise FM Trust, Saint Louis, MO		\$181.09
13	Honda Lease Trust, Holyoke, MA		\$330.21
14	Honda Lease Trust, Holyoke, MA		\$397.79
15	Honda Lease Trust, Holyoke, MA		\$49.40
16	La An B, 116 Northwest Dr		\$40.37
17	PC Law Assoc. LLC, Pittsburgh, PA		\$88.41
18	Toyota Lease Trust, Woburn, MA		\$132.66
19	Toyota Lease Trust, Woburn, MA		\$353.61
20	Toyota Lease Trust, Woburn, MA		\$461.14
21	Toyota Lease Trust, Woburn, MA		\$61.45
22	Toyota Lease Trust, Woburn, MA		\$163.92
23	Toyota Lease Trust, Woburn, MA		\$501.64
24	Toyota Lease Trust, Woburn, MA		\$175.42
25	Toyota Lease Trust, Woburn, MA		\$218.35
26	Toyota Lease Trust, Woburn, MA		\$596.09
27	Toyota Lease Trust, Woburn, MA		\$388.75
28	USB Leasing LT, Oshkosh, WI		\$309.82
29	USB Leasing LT, Oshkosh, WI		\$684.43
30	USB Leasing LT, Oshkosh, WI		\$419.80
31	VW Credit Leasing LTD, Libertyville, IL		\$345.54
Total			\$7,382.68

Prior Years	Amount
-------------	--------

1	Brady, Andrew (PMC Industries Inc) 87 Spring Ln (settled personal property court case for 3 years back taxes)	\$23,559.62
2	Honda Lease Trust, Holyoke, MA	\$275.75
3	SMA Realty LLC, 10 Sparks St	\$3,194.40

Total	\$27,029.77
--------------	--------------------

	Sewer User Fee	Amount
1	Coughlin, Carolyn, 73 E Main St	\$844.14
	Total	\$844.14