

MINUTES - DRAFT
PLAINVILLE TOWN COUNCIL
COUNCIL CHAMBERS – MUNICIPAL CENTER
SPECIAL MEETING
Monday, October 17, 2022 – 6:30 p.m.

WORK SESSION:

Pality

Chairwoman Pugliese called the Work Session to order at 6:30 pm. Present were Vice Chairman Underwood, Council members Tompkins, Morante, Catanzaro, Town Manager Paulhus, Assistant Town Manager Cirioli, and Town Clerk Porrini.

Also, in attendance was Diane Coogan-Pushner, Founder & CEO of Pality and Robert Clark, Co-Founder of Pality.

Ms. Coogan-Pushner addressed the Town Council and discussed an overview of the financial report Pality prepared. A PowerPoint presentation was given by Ms. Coogan-Pushner. Discussion ensued.

The Work Session was adjourned at 7:00 p.m. No action was taken.

MINUTES
PLAINVILLE TOWN COUNCIL
COUNCIL CHAMBERS – MUNICIPAL CENTER
REGULAR MEETING
October 17, 2022 – 7:00p.m.

- I. PRESENTATIONS:**
- II. PUBLIC HEARING**
- III. MINUTES OF PREVIOUS MEETING**
October 3, 2022, Regular Meeting
- IV. ANNOUNCEMENTS – REPORTS**
- V. APPOINTMENTS/RESIGNATIONS**
 - 1. 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. Pumpkin Festival – Saturday, 10/22
 - 2. Fall Bulk Collection
 - 3. Honor Heights Sewer Project Discussion

4. Review of Purchase Ordinance related to Federal Requirements
5. White Oak Project Update
6. Hemingway Street Drainage Project Discussion
7. Discussion of Meeting Schedule
8. Financial Dashboard
9. Happenings

IX. PUBLIC COMMENTS

X. OLD BUSINESS

XI. NEW BUSINESS

1. Set Sewer User Rate
2. Honor Heights Sewer Design Services
3. Hemingway Street Drainage Agreement
4. Tax Refunds - Addendum

XII. OTHER DISCUSSIONS OF INTEREST

XIII. MATTER APPROPRIATE FOR EXECUTIVE SESSION

XIV. ADJOURNMENT

The regular meeting was called to order at 7:00 pm. Present were Chairwoman Pugliese, Vice Chairman Underwood, Council members Tompkins, Morante, Catanzaro, Wazorko; Town Manager Paulhus, Assistant Town Manager Cirioli, Town Attorney Mastrianni and Town Clerk Porrini.

Councilman Rocco was absent.

Councilwoman Tompkins led the Pledge of Allegiance

I. PRESENTATIONS

II. PUBLIC HEARING

**Town Clerk Porrini read the following legal notice:

**TOWN OF PLAINVILLE
TOWN COUNCIL
PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that in accordance with Sec. 7-255 of the Connecticut General Statutes, the Plainville Town Council, acting as the Water Pollution Control Authority will hold a Public Hearing at 7:00 p.m. on Monday October 17, 2022, in the Council Chambers in the Municipal Center, One Central Square to consider the following:

1. Sewer user rate for the period November 1, 2022, to October 31, 2023

Copies of proposed rates are available at the office of the Town Clerk during regular business hours.

Dated at Plainville, Connecticut this 13th day of October 2022.

Chairwoman Pugliese opened the public hearing to public comments.

John Kisluk, 65 Forestville Ave., spoke in favor of the 0% increase.

The public hearing was closed when no further comments were made.

III. MINUTES OF PREVIOUS MEETING

Vice Chairman Underwood motioned to approve the minutes of October 3, 2022, Regular Meeting: The motion was seconded by Councilwoman Tompkins and passed 6-0.

IV. ANNOUNCEMENTS – REPORTS

Councilwoman Morante attended last month's meeting of the Library Board of Trustees.

Chairwoman Pugliese attended the latest meeting of the Committee on Aging. Chairwoman Pugliese, along with Vice Chairman Underwood and Councilwoman Morante were at the ribbon cutting ceremony for Robertson Airport.

V. APPOINTMENTS/RESIGNATION

Zoning Board of Appeals

Councilwoman Tompkins motioned to reappoint Peter Autunno, Jr., (R) 63 Fawn Drive to the Zoning Board of Appeals for the term ending October 1, 2027. The motion was seconded by Councilman Wazorko passed 6-0.

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

No report was given.

VII. REPORT OF TOWN ATTORNEY

No report was given.

VIII. TOWN MANAGER

Town Manager Paulhus presented and discussed the following topics:

- **Pumpkin Festival – Saturday 10/22**

The Seventh Annual Pumpkinfest is happening on Saturday, October 22, 2022, (Rain or Shine) from 4-8 pm.

- **Fall Bulk Collection**

The Town of Plainville has an on-demand policy for the collection of bulk pickups. Residents who currently have curbside rubbish and recycling collection from the Town can request one bulk pickup per calendar year free of charge for large items that do not fit in normal rubbish collection. A list of acceptable bulk items can be found on the Town website at www.plainvillect.com

Property Owners who did not schedule a pickup this spring are eligible to participate now. Bulk collection is taking place on Mondays through November 7th. Eligible residents must call CWPM at 860-793-6721 to schedule a pickup. When calling, residents should be prepared to leave a message with their name, address, phone number, a list of bulk items and the date to be picked up. Calls placed by 3:00pm Friday can be scheduled for collection the following Monday.

- **Honor Heights Sewer Project Discussion**

Based on the recommendation from the Engineering Department, the Council preselected two consultants to provide design proposals. These two consultants, Tighe & Bond and LEA are the two professional engineering firms most familiar with the Town's sanitary sewer system. Preselecting design consultants has expedited the selection process and shortened what would have been a six-week process.

The project expectations are to begin construction in April 2023 in order that project can be completed by November 2023. Bid documents will need to be completed by February, thus, initiating the project design as soon as possible is a critical first step to keep the project on schedule. Two proposals from Tighe & Bond and LEA Associates have recently been reviewed and evaluated by the Engineering Department. Both proposals demonstrated their staffs have the appropriate experience. The proposed scopes and associated fees were similar, (Tighe & Bond \$66,750 and LEA \$68,000). Both understand the project goals and can successfully deliver the project. Tighe & Bond's fee is slightly lower than LEA Associates.

The Engineering Department recommends the Town Council acting as the Water Pollution Control Authority authorize the Town Manager to negotiate a final scope and fee not to exceed \$66,750.00 with Tighe & Bond and upon reaching an acceptable final scope and fee execute such agreement. There is an item under New Business to award design services.

- **Review of Purchase Ordinance related to Federal Requirements**

The Town of Plainville is required to comply with the Code of Federal Regulations (CFR) procurement standards (§200.317 – 200.327). A comparison of the CFR to the Town's procurement policies, as

enumerated in the Charter and Code of Ordinances, is attached for your reference. The final column of the comparison chart summarizes required actions with items in green indicating compliance, and items in red indicating action required.

Overall, the Town's policies and practices are aligned with the CFR. In most cases, the items in red on the comparison chart are either standards that the Town follows in practice but has not codified or standards that do not apply to the Town. In other words, the incorporation of the CFR procurement standards will not significantly change the Town's existing purchasing practices. Pending a review by Town Attorney Mastrianni, we will recommend amending Chapter 106 of the Code of Ordinances to add new language (§106-11, Code of Federal Regulations Procurement Standards) to achieve compliance.

- **White Oak Project Update**

At the previous Town Council meeting you approved a resolution for Financial Assistance Proposal (FAP). The FAP will provide a State Grant of \$1,170,000 for the "remediation, abatement, and partial demolition of the former White Oak Corporation Office Center at 1 & 63 West Main Street". The Town has applied and been accepted into the Abandoned Brownfield Clean-up Program. (ABC). This program offers municipalities and developers, who are not responsible for contamination, to be afforded liability relief from responsibility to investigate and remediate off-site contamination provided that the project meet certain economic development thresholds and remediation is completed under a formal DEEP program. Manafort/Newport will also be applying to this program.

Currently, Tighe & Bond, the Town's consultant for the remediation oversight, is completing pre-remediation work including updates to the Phase 1 Environmental Site Assessment Report and Environmental Condition Assessment Form (ECAAF) application. During a recent stakeholder meeting with Manafort Newport Realty, a proposal was provided to repair a portion of White Oak's roof which has various holes/leaks. Doing so would prevent additional leaking, water damage, and potentially creating additional costs for testing & abatement should mold, mildew, or deterioration of other contaminants occur.

According to Harry Langford, of Tighe & Bond, "certain asbestos and PCB containing materials identified within the building could deteriorate in a humid environment or if exposed to water. This is especially true for the asbestos pipe insulation and PCB containing plaster and gypsum walls that are present within much

of the office building. If these materials are allowed to deteriorate and fall onto the floor it could result in additional abatement costs". A response from the state indicates that these costs appear eligible and reasonable expenses for the use of brownfield grant fund.

- **Hemingway Street Drainage Project Discussion**

This project involves seven homes based on our field walk on June 30, 2022. These seven homes are aligned in a northerly direction from the canal at Norton Park. The field walk clearly identified a deteriorating system with wet and soggy grass and reports of standing water most of the year. The existing pipe that drains into the canal has failed and is likely beyond repair. The project design is straight forward. According to John Bossi, Town Engineer, we would establish a discharge outlet elevation, verify a pipe slope(s), and determine the number of inlet structures to be installed. The design will consist of installing 6" or 8" perforated pipe, with inlet structures, a pipe slope of approximately 1% and cover over the pipe of at least eighteen inches.

The estimated construction value of the project would be in the range of \$40,000.00 to \$61,000.00. However, keep in mind that construction material costs have been very volatile recently especially the cost of pipe. The project also needs sequential northerly approval, meaning if one resident at the beginning of the project or anywhere along the line says no, that is where the project ends. There can be no gaps.

In addition to getting an agreement with all seven homeowners, private property needs to be secured by the Town before any construction activities can begin. If the Town or its agents are to perform the work some type of legal document(s) needs to be drafted/approved permitting access to private property as well as an agreement on cost sharing of \$3,000.

A cost sharing agreement and easement have been drafted and reviewed by the Town Attorney. There is an item under New Business to approve the project agreement and easement.

- **Discussion of Meeting Schedule**

Over the past few years, the Town Council has canceled the meeting that is held the night before the elections. Based upon what is known today, there are no overriding issues that need to be addressed in the next three weeks

- **Financial Dashboard**

The Financial Dashboard report has been provided to the Town Council through September 30, 2022 and has been posted to the Town website.

- **Happenings**

Assistant Town Manager Cirioli announced activities and events within and including the Tax/Assessor Office and Senior Center. Further information can be found on the Town's website:

IX. PUBLIC COMMENTS

John Kisluk, 65 Forestville Ave., spoke regarding funding for school projects.

David Spencer, 127 Milford St. Ext., inquired about regulations regarding recreational marijuana.

Lou Frangos, 10 Fairbanks Ave. commented on the Board of Education and Senior Center.

X. OLD BUSINESS

XI. NEW BUSINESS

1. Set Sewer User Rate

Vice Chairman Underwood motioned for the Town Council acting as the Water Pollution Control Authority to approve a 0% increase to the sewer user rate for the period of November 1, 2022, to October 31, 2023. The motion was seconded by Councilwoman Tompkins and passed 6-0.

2. Honor Heights Sewer Design Services

Vice Chairman Underwood motioned for the Town Council acting as the Water Pollution Control Authority to approve and authorize the Town Manager to negotiate and execute an agreement with Tighe & Bond, Middletown, CT, for Design Services for the Honor Heights Sewer Project not to exceed \$66,750. The motion was seconded by Councilwoman Tompkins and passed 6-0.

3. Hemingway Street Drainage Agreement

Vice Chairman Underwood motioned to approve and authorize the Town Manager to execute the Agreement, upon final review and of the Town Attorney for the Hemingway Street Drainage Project. The motion was seconded by Councilwoman Tompkins and passed 6-0.

4. Tax Refunds- See Addendum

Vice Chairman Underwood motioned to approve the tax refunds as listed on the Addendum. The motion was seconded by Councilwoman Tompkins and passed 6-0.

XII. OTHER DISCUSSIONS OF INTEREST

XIII. MATTER APPROPRIATE FOR EXECUTIVE SESSION

XIV. ADJOURNMENT

At 8:24 pm Vice Chairman Underwood motioned to adjourn. The motion was seconded by Councilwoman Tompkins and passed 6-0.

Respectfully submitted by,

Cindy A. Porrini, Town Clerk
& Clerk of the Town Council

Refunds		10/17/2022
		Current Year
		Amount
1	Toyota Lease Trust, Woburn, MA 01801-1057	252.04
2	Toyota Lease Trust, Woburn, MA 01801-1057	288.35
Total		\$540.39
		Previous Year
1	Nissan Infiniti LT, LLC, Dallas TX 75265-9523	294.18
Total		\$294.18