

**MINUTES
PLAINVILLE TOWN COUNCIL
COUNCIL CHAMBERS – MUNICIPAL CENTER
SPECIAL MEETING
August 17, 2020 – 6:30p.m.**

EXECUTIVE SESSION: Land Acquisition Matters

Councilwoman Pugliese called the virtual Executive Session to order at 6:30pm. Also, in attendance were, Vice Chairwoman Tompkins, Council members Wazorko, Morante, Gnazzo, Rocco and Underwood, Town Manager Lee and Assistant Town Manager Daskal.

Discussion ensued regarding land acquisition matters.

Executive Session ended at 6:45pm. No action was taken

**MINUTES
PLAINVILLE TOWN COUNCIL
COUNCIL CHAMBERS – MUNICIPAL CENTER
REGULAR MEETING
August 17, 2020 – 7:00p.m.**

- I. PRESENTATIONS:**
- II. PUBLIC HEARING**
- III. MINUTES OF PREVIOUS MEETING**
July 20, 2020 Special and Regular Meeting and August 6, 2020 Special Meeting
- IV. ANNOUNCEMENTS – REPORTS**
- V. APPOINTMENTS/RESIGNATIONS**
 - 1. Police Officer Appointments
 - 2. Firefighter Appointments
 - 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. Tropical Storm Impact
2. FAA Grant Offer-Reconstruction of Airport Taxiways
3. Robertson Airport Painting-Hangar 3,4,6
4. Buildings & Grounds Light Duty Truck
5. Police Union Contract
6. FFY2020 State Homeland Security Grant Program Memorandum of Agreement
7. COVID-19 Update
8. Financial Dashboard
9. Happenings

IX. PUBLIC COMMENTS

X. OLD BUSINESS

XI. NEW BUSINESS

1. FAA Grant Offer-Reconstruction of Airport Taxiways
2. Bid #2021-04, Robertson Airport Painting-Hangar 3,4,6
3. Bid #2021-06, Buildings & Grounds Light Duty Truck
4. Police Union Contract
5. Resolution regarding FFY2020 State Homeland Security Grant Program Memorandum of Agreement
6. Tax-Refunds-Addendum

XII. OTHER DISCUSSIONS OF INTEREST

XIII. MATTER APPROPRIATE FOR EXECUTIVE SESSION

XIV. ADJOURNMENT

The Regular Meeting was virtually called to order at 7:00pm. Present remotely, were Chairwoman Pugliese, Vice Chairwoman Tompkins, Council members Wazorko, Morante, Gnazzo, Rocco, Underwood, Town Manager Lee, Assistant Town Manager Daskal, Intern Bouley and Town Clerk Skultety.

Also, in attendance was Chief Catania.

I. PRESENTATIONS

II. PUBLIC HEARING

III. MINUTES OF PREVIOUS MEETING

Councilman Underwood motioned to approve the minutes of July 20, 2020 Special and Regular Meeting and August 6, 2020 Special Meeting. The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.

*Vice Chairwoman Tompkins motioned to add agenda item:

XI. NEW BUSINESS

6. Consider Tax Lien Sale/Long Swamp Road

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

IV. ANNOUNCEMENTS – REPORTS

Chairwoman Pugliese wished Plainville Schools, teachers, staff and families well for the upcoming school year.

V. APPOINTMENTS/RESIGNATION

1. Police Officers

- a. Vice Chairwoman Tompkins motioned to appoint Justin Cullen to the position of Police Officer effective August 24, 2020. The motion was seconded by Councilman Underwood and passed 7-0.
- b. Vice Chairwoman Tompkins motioned to appoint Yvonna Annese to the position of Police Officer effective August 24, 2020 and as a condition of continued employment, she must successfully complete all aspects of the Basic Police Officer Training Program at the Connecticut Police Academy and the Plainville Police Department Field Training Program. The motion was seconded by Councilman Rocco and passed 7-0.

2. Fire Department

- a. Councilman Gnazzo motioned to appoint Adam Seigle as a Probationary Firefighter to the Plainville Fire Department. The motion was seconded by Vice Chairwoman Tompkins and passed 7-0.
- b. Councilman Gnazzo motioned to appoint Sean Michael Davey as a Probationary Firefighter to the Plainville Fire Department. The motion was seconded by Councilman Underwood and passed 7-0.

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

No report

VII. REPORT OF TOWN ATTORNEY

No report

VIII. REPORT OF TOWN MANAGER

- **Tropical Storm Impact**

The August 4th tropical storm resulted in approximately 57% of the Plainville customers without power. Most residents were re-connected by Friday evening with all but a handful by Saturday night.

The Police and Roadways Departments spent considerable amounts of overtime hours making the roads safe right after the storm ended. Public Works continues to remove brush from the sides of the road. It was also necessary to hire Holcomb Tree Service to assist in the large tree clean-up and especially with the tree damage that occurred at Trumbull Park.

All storm debris is being stored at the landfill. The landfill has been opened during the week to allow citizens to bring brush in as well. Eventually a tub grinder will be rented to mulch the brush.

Additional stop signs were purchased to address the numerous stop light outages that were impacted by the storm. The Plainville Volunteer Fire Company also responded to many calls for service during and after the storm

Thanks go to Dom Moschini and the Roadways Department, Dave Emery and the Buildings & Grounds Department, Chief Matthew Catania and the Police Department and Chief Kevin Toner and the Fire Department. Additionally, special thanks to Fire Marshall Ron Dievert who also serves as the Emergency Operations Coordinator.

All in all, the Town made it through the storm and resulting power outages relatively well considering what occurred in many other communities throughout the State.

The estimated cost for the storm clean-up and associated costs will most likely be in the \$100K range. It is unclear at this time whether FEMA Funds will be made available to offset a good portion of this cost.

- **FAA Grant Offer – Reconstruction of Airport Taxiways**

The Federal Aviation Administration has made a Grant Offer in the amount of \$2,722,000 for the reconstruction of the taxiway at Robertson Airport. The taxiway is approximately 3,700 feet long. The project also includes the installation of new taxiway lights. It is anticipated that federal and state funds will cover 100% of the cost of the project.

The Town Council had previously awarded the taxiway reconstruction bid to Tilcon. There is an item under **New Business** that would authorize the Town Manager to execute the FAA Grant Offer for the project. Once this is executed, work can proceed. It is expected that work will begin on this project by the end of August.

- **Robertson Airport Painting - Hangar 3, 4, 6**

Earlier this year the Aviation Commission and Interstate Aviation discussed making improvements to the airport facilities. Interstate agreed to spend up to \$50K to make improvements to the administration building and Hangar 4. The Aviation Commission agreed to spend up to \$300K over the next three years to make improvements to several of the buildings and hangars as well. This would include the repainting of several buildings, replacement of aging heating and cooling systems and roof replacements.

For consideration this evening is the Aviation Commission's recommendation to award a contract to Superior Finishes, LLC of Plainville to repaint hangars 3, 4 & 6. This work would include cleaning the surfaces, mechanical and rust preparation work and, finally re-painting. The quote for this work was \$49K.

All funds to complete this work will come from the Airport Operating Fund. The Airport Operating Fund has accumulated monies since the airport was acquired for the purpose of making these improvements. This has occurred as a result of surpluses from the successful operation of the Airport.

There is an item under **New Business** to consider awarding the painting of Hangars 3, 4 & 6 at Robertson Airport to Superior Finishes, LLC in the amount of \$49,000 as recommended by the Aviation Commission.

- **Buildings & Grounds Light Duty Truck**

The FY21 Capital Improvement Budget includes an appropriation of \$34,000 to purchase a 4-wheel drive pick-up truck with a plow for the Buildings & Grounds Department. The truck is currently available at Gengras Ford in Plainville.

Town staff is recommending the purchase through the State Bid Contract from Gengras in the amount of \$35,768.90. While this is \$1,768.90 higher than what was budgeted, the Finance Director has identified funds to cover the difference from another purchase that came in under budget.

There is an item under **New Business** to award the purchase of the truck and plow from Gengras Ford of Plainville in the amount of \$35,768.90.

- **Police Union Contract**

The Police Union Contract expired on June 30th. During the last two months both Chief Matthew Catania and Town Manager Lee met with Police Union representatives to negotiate a three-year extension to the contract. These negotiations occurred without the use of labor attorneys. This saved the Town alone an estimated \$10K. It was the consensus of both sides that the bulk of the existing contract did not require changing in any significant way.

Our negotiations simply focused on salary and benefits and one additional item.

Based on these negotiations, the following changes to the contract are presented for consideration this evening. Salary increases would be 3% each year for the next three years. Premium contributions for health insurance would remain at the current amount (17%) and then increase by one percent in each of the remaining two years of the contract. Finally, private duty pay would be paid at the sergeant's hourly rate for all officers. This last item would not impact the Town budget would be borne entirely by contractors and utility companies.

The Police Union ratified this "tentative agreement" last week. There is an item under **New Business** regarding the Police Union Contract as recommended by Police Chief Matthew Catania and the Town Manager for the period July 1, 2020 to June 30, 2023.

- **FFY2020 State Homeland Security Grant Program Memorandum of Agreement**

The State Homeland Security Grant Program is providing monies to the Capital Region Council of Governments in the amount of \$1,654,801 for regional collaboration as it relates to Homeland Security. Each of the 38 cities & towns in the Capital Region must sign off on having CRCOG coordinate this regional effort.

There is a resolution under **New Business** that would allow CRCOG to act as our agent with respect to these funds for the region.

- **COVID-19 Update**

The Plainville Community Schools will reopen with a hybrid program. The hybrid plan includes school attendance and distance learning components. The student population would be split in half with one half attending school on Monday and Tuesdays while the other half is having distance learning. The two halves would then rotate for Thursday and Friday. All students would distance learn on Wednesdays while the schools were being cleaned.

This is a common hybrid plan that is being utilized by several school districts in the area. Students and teachers would be required to wear masks. There is a very informative webinar explaining the details of the hybrid plan that can be found on the Plainville Community School webpage at www.plainvilleschools.org

The State Health Department is currently finalizing guidelines for the re-opening of the Senior Centers across Connecticut. The current goal is to partially open senior centers by September 1st. Additional information will be provided as it develops.

- **Financial Dashboard**

The Financial Dashboard covering the first month for the fiscal year has been included in the information for this evening's meeting and has been posted on the Town website.

According to Rob Buden, Town Finance Director, he is anticipating that the FY20 budget will result in a budget surplus of at least \$1,25M. This would include \$800K in expenditure savings and \$450K in additional revenues. This would increase the Unassigned Fund Balance to \$11M or 17.6% as of June 30th.

Please note that the FY21 Budget has allocated \$300K of this amount to offset this year's mill rate and allocated \$980,000 to the Capital Improvement Program. This would reduce the Unassigned Fund Balance to \$9.72M or 15.6%.

Town Manager Lee continued and reviewed highlights of the Financial Dashboard.

- **Happenings**

Town Intern Bouley reported on activities and programs including Tax & Assessing Office, Town Clerk, Senior Center Plainville and 2020 Census. Further information can be found at www.plainvillect.com

Town Manager Lee mentioned this would be Kiley's last meeting as she will be returning to school. He thanked her for her work and wished her well.

IX. PUBLIC COMMENTS

John Kisluk, 65 Forestville Ave commented via email on various topics including the town's response to the recent storm, clean-up and related expenditures.

X. NEW BUSINESS

1. FAA Grant Offer-Reconstruction of Airport Taxiways

Vice Chairwoman Tompkins motioned to approve and authorize Town Manager Lee to execute FAA Grant Offer in the amount of \$2,722,000 to reconstruct, mark and light Taxiway A and Stub Taxiway at Robertson Airport. The motion was seconded by Councilman Underwood and passed 7-0.

2. Bid #2021-04, Robertson Airport Painting – Hangar 3, 4 & 6

Councilman Wazorko motioned to waive the bid process and award Bid #2021-04, Robertson Airport Painting Hangars 3, 4 and 6, to Superior Finishes, Plainville, CT, in the amount of \$49,000. The motion was seconded by Councilman Gnazzo and passed 7-0.

3. Bid # 2021-06, Buildings & Grounds Light Duty Truck

Councilwoman Morante motioned to award Bid #2021-06, Buildings & Grounds Light Duty Truck, under State Contract #19PSX0161, to Gengras Ford, Plainville, CT in the amount of \$35,768.90. The motion was seconded by Councilman Underwood and passed 7-0.

4. Police Union Contract

Vice Chairwoman Tompkins motioned to ratify the Police Union Tentative Agreement for the term July 1, 2020 through June 30, 2023. The motion was seconded by Councilman Wazorko and passed 7-0.

5. Resolution regarding FFY2020 State Homeland Security Grant Program Memorandum of Agreement

Vice Chairwoman Tompkins motioned to adopt a resolution regarding the Federal Fiscal Year 2020 State Homeland Security Grant Program Memorandum of Agreement. The motion was seconded by Councilman Underwood and passed 7-0.

6. *Consider Sale/Assignment Tax Lien

Vice Chairwoman Tompkins motioned to authorize Town Manager Lee to assign all current liens on certain property owned by Charlotte E. Andrews, Long Swamp Road, identified as Parcel 18-A-14 to October Twenty-Four for 100% of their value currently \$5,468 including January 1, 2021 installment plus reasonable attorney's fees. The motion was seconded by Councilman Wazorko and passed 7-0.

7. Tax Refunds- See Addendum

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

XI. OTHER DISCUSSIONS OF INTEREST

Town Manager Lee stated town staff are planning to resume "in-person" Town Council meetings in the Municipal Center. Social distancing will be taken into consideration and remote access will be made available as well. It was the consensus to move forward for the September's meeting.

XII. MATTER APPROPRIATE FOR EXECUTIVE SESSION

XIII. ADJOURNMENT

Vice Chairwoman Tompkins motioned to adjourn at 7:56pm. The motion was seconded by Councilman Rocco and passed 7-0.

Respectfully submitted by,

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

4-2020

**AUTHORIZING RESOLUTION OF THE
PLAINVILLE TOWN COUNCIL**

8/17/20
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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.

Refunds

8/17/2020

	Current Year	Amount
1 Bernard, Lionel, 19 1/2 Pearl St		\$7.52
2 Bordonaro, Sebastian, 19 Fairbanks St		\$17.62
3 Ciemnewski, Robert, 7 Irving St		\$20.35
4 Corfiati, Nancy or Leonard, 30 Cassidy Dr		\$27.00
5 Cwalinski, Dominic, 42 Julie Rd		\$20.53
6 Donovan, William or Erica, 7 Mountain View Dr		\$9.31
7 Eithty Four Lumber, Eighty Four, PA		\$1,722.35
8 Fabrizio, Beverly, 10 Cianci Ave A4		\$360.00
9 Foertsch, William or Eliana, 28 Julie Rd		\$18.94
10 Hermanowski, Mark, 56 Metacomet Rd		\$80.32
11 Hermanowski, Mark, 56 Metacomet Rd		\$145.26
12 Krzesinski, Joseph, 7 Washburn Dr		\$15.61
14 Lackey, Elizabeth, Manchester, CT		\$33.65
15 Lee, Yun, 69 Wayne Dr		\$165.00
16 Luo, ManLi, 131 Milford St Ext A-2		\$30.76
17 Martin, Ralph or Susan, 73 Ivy Rd		\$5.26
18 Martin, Ralph, 73 Ivy Rd		\$7.09
19 Michaud, Neema, 7 Bradley St U12		\$106.66
20 Piccolo, Deborah, 6 Eastwood Dr		\$32.44

Total

\$2,825.67

Prior Years

Amount

1 Coughlin, Deanna or Brennan, Martin, 75 Glenwood Dr	\$350.01
2 Coughlin, Deanna or Brennan, Martin, 75 Glenwood	\$360.06

8/17/20

	Dr	
3	Luo, Man Li, 131 Milford St Ext A2	\$623.16
	Total	\$1,333.23

	Sewer User Fee	Amount
1	Chhouk, Mab, Long Beach, CA	\$572.06
2	CrisCarr Realty LLC, 37 Pembroke Hill (total amount 6 yr credit house was removed for development prior to billing)	\$3,434.22
3	Shea-Federowicz, Kathryn, 19 Dickman Rd	\$12.81
	Total	\$4,019.09