

Town of Plymouth
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Plymouth Town Council
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Minutes

December 4, 2012

Call to Order: Mayor Vincent Festa, Jr., called the scheduled December 4, 2012, Plymouth Town Council Regular Meeting to order at 7:00 p.m., in the Community Room, Town Hall.

Roll Call: Present were Town Councilman Remie Ferreira, Sr., Mayor Vincent Festa, Jr., Town Councilman Richard Foote, Town Councilwoman Susan Murawski, Town Councilwoman DiAnna Schenkel, and Town Councilman Tom Zagurski. Also in attendance were Director of Finance David Bertnagel, Assistant Chief of Police Fran Dabbo, Chief of Police Karen Krasicky, Director of Public Works/Town Engineer Anthony Lorenzetti, Thomaston Chief of Police Jim Campbell, and Town Attorney Salvatore Vitrano.

Fire Exits Notification

Mayor Festa noted the Fire Exits for the record.

Pledge of Allegiance

Mayor Festa led the Plymouth Town Council and the Public Audience in the Pledge of Allegiance.

Acceptance of Minutes Regular Town Council Meeting, October 2, 2012

Town Councilman Schenkel made a motion, seconded by Town Councilman Ferreira, to accept the October 2, 2012, Regular Town Council Minutes, as presented.

Discussion:

Town Councilwoman Murawski stated that on Page Twenty-Eight, Paragraph Five, the word "thank" was missing from her "thank you" comment to the Public Works Department, for cutting down the weeds and overgrowth in front of the Booktique building.

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Acceptance of Minutes Regular Town Council Meeting, October 2, 2012 Cont'd.

Town Councilwoman Schenkel amended her motion, Town Councilman Foote amended his second, to approve the acceptance of the October 2, 2012, Regular Town Council minutes, to include Town Councilwoman Murawski's correction.

Vote: Motion passed unanimously. (See Motion on Page Two)

Council Rules and Procedures

Town Councilwoman Schenkel made a motion, seconded by Town Councilman Foote, to amend the December 4, 2012, Plymouth Town Council Agenda as follows: Amendment: Agenda Item #19: To add an Executive Session for Contractual Issues; AFLCIO Police Union; Contracted Services/Public Works Interim Coordinator; Agenda Item #20: To add Take Action, as may be necessary, from Executive Session; Change numbering of Agenda Items as follows: Agenda Item #19 becomes Agenda Item #21; Agenda Item #20 becomes Agenda Item #22; Agenda Item #21 becomes Agenda Item #23; Agenda Item #22 becomes Agenda Item #24; Agenda item #23 becomes Agenda Item #25.

Discussion:

Pattie DeHuff, 20 Lynn Avenue, Terryville, asked the Town Council Members to consider placing the Amendment (moved by Town Councilwoman Schenkel) after the Financial Updates Agenda Item, noting that she was sure the Public would like to hear what those were, not wait around in Executive Session. Pattie DeHuff thanked the Council for hearing her request.

Vote: Motion passed unanimously. (See Motion on Page Two)

Public Comments on Non-Agenda Items

Diane Reed, 4 Chidsey Terrace, Terryville, distributed copies of information (see attached) stating that she wanted to address some comments made at the September Council Meeting and noted all dates/timelines for her comments as follows. Diane Reed stated that she had read the answers that the Mayor had written to her and questioned how they could be misleading. Diane Reed stated that the Mayor had requested names that she had referenced of people who has stated that they needed to clear their answers with the Administrative Assistant and noted that the Building Official was one and read his answer into the record, noting that the issue was being handled by the Tax Collector and that Mr. Scheidel was not the Tax Collector. Diane Reed stated that the Building Inspector had told her that Mr. Scheidel had spoken with the Baptist Church in Plymouth and had setup a date for their members to clean the property at 4 Chidsey Terrace.

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Public Comment on Non-Agenda Items Cont'd.

Diane Reed stated that the Town had a Property and Code Enforcement Committee that handles blighted properties, named the members, their duties and noted that it was not the Administrative Assistant's job. Diane Reed stated that the Sanitarian had brought the Administrative Assistance to 4 Chidsey Terrace for an outside inspection of the property and that the resident was told he was doing a good job and that he needed to begin the cleanup on the inside of the property. She further stated that it wasn't the Administrative Assistant's job to travel with the Sanitarian on Town time to inspect property under a violation order, noting that none of this was in the Administrative Assistance's job description. Diane Reed stated that she had conversations with the Tax Clerk, noting that the resident at 4 Chidsey Terrace had not made payments on his account and that the Tax Clerk had told her that she'd have to speak with the Administrative Assistant to find out where the payment was, noting that it was not the job of the Administrative Assistant. Mrs. Reed stated that the Tax Clerk had provided information to her regarding the taxes on the property at 4 Chidsey Terrace and stated that she had spoken to the Administrative Assistant and that \$1,500.00 was still with Bruce's Attorney (the resident), that they were working on technicalities with Attorneys and that monies would be posted by the end of the month. Diane Reed stated that it was not the Administrative Assistant's job to work on taxes with the Attorneys. Diane Reed that the Tax Clerk had told her that she was supposed to have gotten a check from the resident's Attorney, four weeks past, and that she had further told her she would look into the issue and speak to the Administrative Assistant. Diane Reed stated that this was not the Administrative Assistant's job. Diane Reed stated that when she attended a Probate Hearing regarding 4 Chidsey Terrace, the Judge stated that the resident did not have an Attorney so she felt there was misinformation given to the Tax Clerk for a very long time. Diane Reed stated that there was nothing in the job description from the Town or the State Department of Revenue that states that the Mayor's Administrative Assistant was to collect monies from taxpayers in his office and walk the money down to the Tax window to be logged in. She further stated that it did say that monies were to be collected through the mail or at the Tax window and that it was not the Administrative Assistant's job to collect taxes. Diane Reed stated that the Administrative Assistant had told her, her neighbor, different Police Officers and other coworkers in the Town that the resident was on a payment plan and outlined the payments, noting that nothing had been paid since August 30, 2012. Diane Reed stated that she makes her payments every 30 days, which is consistent right along and that to her that was a regular payment plan. Diane Reed stated that none of the resident's payments were being applied to the back sewer taxes, just the back property taxes owed. Diane Reed stated that when the resident makes a payment it goes towards interest only and in her opinion she did not see how the resident could catch up on his taxes and to be current when he was on a fixed income of a disability check. Diane Reed stated that as of November 26, 2012, the resident owed \$21,373.92 in back taxes.

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Public Comment on Non-Agenda Items Cont'd.

Diane Reed stated that at the September Town Council Meeting the Mayor reminded everyone that came to the microphone to keep his or her words to the topic at hand and not to demoralize, dehumanize, or defame anyone and that the Mayor would not tolerate anyone doing that and that he would ask the person speaking to stop and have a seat and stated that the Mayor did not follow his own wording. Diane Reed stated that the Mayor made comments to her at the meeting like she was being misleading and warned her about stalking and cautioned her about the pictures she took and who she took them of and she took that statement as defaming as well as threatening her. Diane Reed stated that the Mayor had told her to stick to the actual truth of the matter and she felt that he was implying that she was lying or that she was a liar. Diane Reed stated that she felt the Mayor had demoralized and defamed her in public and she felt that he owed her a public apology and that he should considered heeding his own wording. Diane Reed stated that she had requested (through the Freedom of Information Act FOI) all expenses associated with 4 Chidsey Terrace and reviewed the Veterinary bill (see attached) and that in the information it stated that nine cats had been removed from the property due to animal cruelty and neglect and noted that the bill covered five of the nine cats and that the other four were missing from the bill, for a total of \$2,131.75. She further stated that the bill showed the words "Okay to Pay" and the signature of the Administrative Assistant, and questioned why the bill for the other four cats had not been included in her FOI request. Diane Reed described the illness of the cats and noted that she was concerned that the taxpayers paid for the bill and that the Administrative Assistant had picked up the cats and returned them to the resident and that he had charged the Town. Diane Reed stated that it was not the Administrative Assistant's job to okay the bills or in his authority to pick up the animals and return them to the resident and charge the Town. Diane Reed stated that she had spoken to the State of CT (today) and was told that the defendant was responsible for the bills, not the Town and that the cats should not have been returned to the owner. Diane Reed stated that this was the job of the Animal Control Officer not the Administrative Assistant. Diane Reed stated that one of the FOI requested bills showed that the resident had gone to a hotel for a shower the night before the resident was to go to court for a criminal matter that had nothing to do with the Town and that the Administrative Assistant wanted him showered and cleaned up for his court appearance the next day and prepared a statement for the resident to be read in court (see attached transcript). Diane Reed stated that it was not the Administrative Assistant's job to rent a room at the taxpayers expense so that the resident could shower for something that had nothing to do with the Town. Diane Reed stated that the dumpsters, the hotel and the cats, added to the back taxes, was being paid out all so that the resident could live a nice life in his home on the taxpayers dime. Diane Reed stated that she had been told that the Administrative Assistant had hired Langer Electric to do the panel box at 4 Chidsey Terrace and that the agreement between the Administrative Assistant and Langer Electric was that when the work was completed the Town would pay for services rendered.

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Public Comment on Non-Agenda Items Cont'd.

Diane Reed stated that it was not the Administrative Assistant's job to hire an electrician to go to a private residence to perform electrical work and bill the Town on the taxpayer's dime. Diane Reed questioned what line item was the money taken from for these expenditures. Diane Reed read from the Property Maintenance Enforcement Article, Section 7-70e, and stated that her neighbor at 4 Chidsey Terrace was not on the Blight List and that she had been told by the past Zoning Enforcement Officer, David Elder, that the Town didn't consider 4 Chidsey Terrace a blighted property and did not have any fines levied against him for all of his extensions and the lengthy time that it had taken to get him to start cleaning his property like other properties in Town. Diane Reed stated that her written complaint against 4 Chidsey Terrace was not accepted as a blighted property. Diane Reed stated that the quotes from the Building Inspector were that the residence at 4 Chidsey Terrace was unfit for a human and uninhabitable and questioned why it did not meet the requirements of a blighted property. Diane Reed stated that she did not understand why the Town allowed Mr. Grimkowski to live on the property because the violation order states that all requirements of cleanup had to be met before the resident could move back into the property and stated if something were to happen to him, the Town would be responsible. Diane Reed read from the Fire Marshal's report noting that the corrections had not been made and that the cleanup time for the property had not been followed from day one and when she asked why nothing was done she was told that the Administrative Assistant said that the resident could be on the property. Diane Reed stated that it was not the Administrative Assistant's job to give those kinds of directions when the orders were put in place by the Fire Marshal's office, which to her seemed that the decision of the Fire Marshal and the corrective orders he put in place meant nothing. Diane Reed stated that she had requested (under FOI) the Administrative Assistant's Job Description, see attached letter from the Mayor, and that she had received two different copies and read the letter into the record. She further stated that neither of the job descriptions were legal (see attached), along with the Tax Clerk's Job Description, and that to make it a legal job description she was told that it had to be time stamped, accepted by the Town Council at a meeting, signed by the Mayor and the Council Clerk and none of those items were on the two job descriptions and she doesn't know where they came from and for all she knew the janitor typed them up and they were not legal.

Town Councilwoman Schenkel called for Point of Order and questioned where all of this was going.

Diane Reed thanked the Council.

Pattie DeHuff, 20 Lynn Avenue, Terryville, stated that elections have consequences.

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Public Comment on Non-Agenda Items Cont'd.

Pattie Dehuff stated that at the last election the people had spoken and chosen a person that wanted to keep on spending money even though the nation and the State were deeply in debt. Pattie DeHuff stated that the State's debt was at least \$360 million dollars and up to \$415 million dollars, with no end in sight. Pattie DeHuff stated that a part of the consequence of the election was that Cigna was laying off 200 people in CT, ATT 71 people, Aetna 80 people, OCE North America 183 people, and Energizer would be cutting 1,500 jobs and that the list goes on, noting that this would have a ripple effect in the Community. Pattie DeHuff stated that the Town needed to engage the talents and creativity of every person in our Community to help solve the Town's financial problems because the Council and the Board of Finance could not do it alone. She further stated that grants would be cut back at the State and Federal level. Pattie DeHuff questioned how the public could be engaged in a way that would help the Town all work on the same problems so that the Town could get the things it needed without overburdening the taxpayer. Pattie DeHuff stated that the official unemployment rate was 9.3 in October, according to the State Department of Labor, noting that the actual rate was much higher. Pattie DeHuff questioned if the Council was willing to have more people lose their jobs, have more people be unable to pay their taxes which would put a greater burden on those that do pay their taxes, noting that the cycle would continue in this manner and then the Town would be foreclosing on people. Pattie DeHuff stated that she did not believe this was the direction that the Council wanted to take. Pattie DeHuff stated that she wanted to offer Sarah Palin's past action of putting the State's checkbook online and that in the case of a Senior citizen who can't drive or get out in the wintertime, that person would be able to view the document online noting that it would make the process more open and flexible. Pattie DeHuff stated that we live in an information age so the information about our Town, all of us that pay taxes, should be readily accessible to the taxpayers. Pattie DeHuff stated everyone could look at the money coming in and going out. Pattie DeHuff stated that she wanted all contracts for all unions and all departments, including the Board of Education, including any special contracts, i.e. Administrative Assistant's contract, and the Mayor's contract, to be online, as well. Pattie DeHuff stated that all minutes for Boards, Commissions, Committees should also be put online. Pattie DeHuff stated there was no reason why everything couldn't be put online and then we could take the creative talents and energies of the Townspeople follow the money online and then they could bring their findings and questions to the attention of the Council, the Mayor and the Board of Finance. She further stated that this would engage the public and would have them participating, noting that most of the time only a handful of people show up at the Council meetings. Pattie DeHuff stated that this was her proposal and hoped that the Council would address it and put it on next month's agenda.

Pattie DeHuff thanked the Council.

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Public Comment on Non-Agenda Items Cont'd.

Melanie Church, 328 Main Street, Terryville, stated that she had attended last weeks Board of Finance Meeting and that an issue had been brought up and was weighing on her mind. Melanie Church stated that Ralph Zovich, Chairman of the Board of Finance, had noted that Mr. Bellotti, the Human Resource person, had \$8,500.00 in overtime so far this year. Melanie Church stated that she had a problem with what Mr. Bellotti had stated to the Chairman when the Chairman had questioned him about his overtime. She further stated that Mr. Bellotti had told the Chairman that he had to cover for the Mayor and that was why he had all that overtime. Melanie Church stated that the Town's Charter notes that if the position is vacant, due to illness or whatever, the position is supposed to be filled by a Councilperson, which would save the taxpayers a lot of overtime. Melanie Church stated that David Bernagel was at the meeting and that he could verify that was what was stated. Melanie Church stated that all of a sudden the Town has a Mayoral Assistant and that tells her that the Town has a Deputy Mayor and she does not believe the Town should have a Deputy Mayor. Melanie Church stated that she thought Town Councilwoman Murawski would remember when there was a name change done from Executive Secretary to Administrative Assistant, name change only, nothing else and now we we're going into Mayoral Assistant. Melanie Church stated that when the Mayor wasn't in his office the Town has elected officials who have said that they would serve and she feels we need to utilize them. Melanie Church stated that they had taken the same vow as the Mayor; to serve the Community and she was sure that they would be honored to be asked to represent the Mayor or the Town at anything that Mayor could not make it to. Melanie Church stated that was part of what the Council's job because they are a legislative body and that there was no Deputy Mayor. Melanie Church stated that she felt things were starting to get out of control and that they were snowballing. Melanie Church stated that things might sound little, but \$8,500.00 was a lot of money for two to three months of overtime. Melanie Church asked the Council to take a look at the things and the overtime and that the Council could save the taxpayers money by representing the Mayor. Melanie Church stated that her heart went out to the Mayor for being sick and that she knew it wasn't an easy task and that she had taken care of her husband for many months because he was sick. She further stated that she knew how it felt, but that he had five capable people on the Council that would gladly put their hands out, stand up and help. Melanie Church stated that she was asking each Council member to meet with the Mayor and set up some kind of a schedule to assist him when he couldn't handle something. Melanie Church stated that when the Mayor couldn't handle something he should let the Council handle it because the people of the Town had elected the Council. Melanie Church stated that she assumed it would be an honor for some of them. Melanie Church stated that we needed to work together and the only way to do it would be by the Mayor trusting the five Council members, not by bringing stuff up last minute.

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Public Comment on Non-Agenda Items Cont'd.

Melanie Church stated that she had read in Sunday's paper an article about combining two Police Stations and maybe she read it wrong or misunderstood it, but that the Town had enough to take care of on its own and she did not feel we should be combining Police Departments with other towns. Melanie Church stated that if the Town really needed to cut back maybe the Town could go with the State Police, which would even be cheaper.

Melanie Church thanked the Town Council.

Take Action to Refund Property Taxes: Toyota Motor Credit Corp. \$145.65 and \$585.62; Jill E. Pinkey \$45.72; Honda Lease Trust \$434.16; Dennis Norton \$698.23; Guy W. Julian \$49.12

Town Councilwoman Murawski made a motion, seconded by Town Councilman Foote, to refund the following Property Taxes: Toyota Motor Credit Corp. \$145.65 and \$585.62; Jill E. Pinkey \$45.72; Honda Lease Trust \$434.16; Dennis Norton \$698.23; Guy W. Julian \$49.12. This motion was approved unanimously.

Mayors Report: Plymouth Food Pantry; EDA Grant; Public Works Contract Settlement; War Memorial Plantings; Water Line/Burr Road/Harwinton Avenue

Mayor Festa stated that the Food Pantry had held their annual ball in October and had done a marvelous job with the fundraiser. Mayor Festa stated that with the Christmas season upon us, there was a great need for the Food Pantry to be restocked. He further stated that the Food Pantry had indicated that anyone could help out by purchasing tickets for any upcoming events, by donating items for their Silent Auctions and by placing ads for any of their future events. Mayor Festa stated that their latest fundraiser had collected money and food supplies and had been very successful. He further stated that the Food Pantry stated that they had distributed 110,000 pounds of food in 2011 and were serving over 300 families in Terryville/Plymouth and that the number was growing each week. Mayor Festa urged everyone to purchase one or two extra items weekly for the Food Pantry, noting that the donation(s) could be dropped off at the Food Pantry, the Town Hall or any other location that was collecting items.

Mayor Festa stated that the EDA Grant had been submitted on behalf of Plymouth, Plainville and Bristol.

Mayor Festa stated that at the last Town Council Meeting the CCRPA Representative had noted that they would be applying for a Pequabuck River Water Work Study and that if they were successful, the money could be added onto the EDA Grant.

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Mayor's Report Cont'd.

Mayor Festa stated that the Public Works Union had settled their contract and that it was on record in the Town Clerk's Office.

Mayor Festa stated that the Beautification Committee, along with new member Gerry Milne and the Public Works employees, had done a marvelous job cleaning up the War Memorial monuments. He further stated that the group had also put in plantings that would bloom in the spring and had added a Christmas tree on the Town's Green.

Mayor Festa stated that the Water Line on Burr Road/Harwinton Avenue was coming along nicely and that currently the Town was under budget for the project. Mayor Festa stated that the tie-in's had begun and that it was a wonderful addition for the residents who had been using contaminated well water.

Appointments/Resignations: To Take Action to Appoint the Following Individuals: Reappoint Gerald Wunsch to the Board of Fire Commissioners-Term to Expire 11-4-14; Appoint Gerald Milne to the Beautification Committee-Term Indefinite; To accept the resignation of David Philbrick from the Plymouth Economic Development Commission

Town Councilman Foote made a motion, seconded by Town Councilwoman Schenkel, to re-appoint Gerald Wunsch to the Board of Fire Commissioners with a term to expire on November 14, 2014. This motion was approved unanimously.

Town Councilwoman Muraswski made a motion, seconded by Town Councilman Ferreira, to appoint Gerald Milne to the Beautification Committee with an indefinite term.

Discussion:

Town Councilman Zagurski stated that he had never heard of an appointment to a Board/Commission that had an indefinite term.

Mayor Festa stated that this was a standard on this particular Committee.

Town Councilman Zagurski questioned if the Charter stated that the terms on this Committee were three-year terms maximum.

Mayor Festa stated that this was what had come out of the Town Clerk's Office when the Committee was initially set up back in 2005/2006.

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Appointments/Resignations Cont'd.

Town Councilman Zagurski stated that he did not have a problem with Gerry Milne's appointment, noting that he was a fantastic person; he was only questioning the indefinite term.

Mayor Festa stated that he would double check the term length with the Town Attorney and report back on the issue to the Council, but that he was only following what was on the sheets in the Town Clerk's Office. He further stated that all of the members of the Beautification Committee had been appointed that way and that at one time, the Committee had not been taken seriously in terms of its overall function and role.

Vote: Motion passed unanimously. (See Motion on Page Nine)

Town Councilman Foote made a motion, seconded by Town Councilman Ferreira, to accept the resignation of David Philbrick from the Plymouth Economic Development Commission.

Discussion:

Town Councilwoman Schenkel that as Town Council Liaison to the Economic Development Commission, she wanted to say that David Philbrick had served the Town for well over 15 years and that it would be a great loss to the Commission. She further stated that the motion should be accepted with regret.

Town Councilman Foote stated that David Philbrick had also been on the Waterwheel Committee, which turned into the Historic Property Committee, since it's beginning. He further stated that he was one of the first members to spearhead the project and that he had done a great job.

Vote: Motion passed unanimously. (See Motion on Page 10)

To Discuss, Review and Take Action (if Necessary) on the Clean Energy Finance & Investment Authority Property-Assessed Clean Energy Program (Ben Healey, Presenter, State of CT)

Ben Healey, Senior Manager, Clean Energy Finance and Investment Authority (CEFIA), Rocky Hill, CT, gave a PowerPoint presentation (see attached) regarding Commercial and Industrial Property Assessed Clean Energy (CPACE) and outlined his company's statewide program offering to the Town of Plymouth. Ben Healey stated that he had hoped the Town would come away with the feeling that CPACE would be a good fit for Plymouth.

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CEFIA Presentation Cont'd.

Ben Healey stated that CPACE was an economic development tool that could help Plymouth's businesses access low-cost capital to upgrade their buildings. He further stated that CPACE would benefit the environment and drive work for local contractors at essentially no costs to the Town. Ben Healey stated that CEFIA's Vision and Mission was to help ensure Connecticut's energy security and community prosperity by realizing its environmental and economic opportunities through clean energy finance and investments. He further stated that the program supported the Governor and legislature's energy strategy to achieve cleaner, cheaper and more reliable sources of energy while creating jobs and supporting the local economic development in Town.

Ben Healey stated that in addition to the PowerPoint presentation overview of the program, he was also presenting a draft legal agreement (see attached) between CEFIA and Plymouth, should the Town decide it wanted to move forward with CEFIA

When questioned by Town Councilwoman Schenkel, Ben Healey stated that she was correct in believing that the building would have to be a multi-family of at least five units and referenced the attachment for more detail guidelines.

When questioned by Mayor Festa, Ben Healey stated that there wasn't any data (to-date) that showed the benefits to municipalities that were involved in his company's program. He further stated that Connecticut municipalities had only been involved with the program for the last couple of months. Ben Healey stated that the first CPACE deal would be set up in Simsbury/East Granby, estimating that this would happen in the next six to eight weeks.

Councilman Ferreira requested data on PACE programs elsewhere in the country that showed a record that it had been working, as well as date of how people had done with the program.

Ben Healey stated that he could get the Council some data from California on municipalities that were participating, which would show that they had been able to deliver, but that the number of participants would be a handful or a dozen at most. He further stated that his company was hoping to help the energy burden placed on municipalities and briefly reiterated the process.

When questioned by Town Councilman Ferreira, Ben Healey stated that the program was a strong signal to business owners that the Town was creating a structure for business owners to access the work cost capital (financing) and would allow them to get the work done on the properties at essentially no cost to the Town.

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CEFIA Presentation Cont'd.

When questioned by Town Councilman Ferreira, Ben Healey stated that his company was a quasi-public agency like the Connecticut Finance Housing Authority and that the Board of Directors included the Commission of the Department of Community Development, the Commissioner of the Department of Energy and Environmental Protection, appointed private citizens, and that they had a legislative mandate.

When questioned by Town Councilwoman Murawski if the Tax Collectors offices would have to add to their staff, Ben Healey stated that in talking with Tax Collectors across the State as they moved through the process, it was noted that in general they have a few deals a year in the beginning, so it was not a big deal. He further stated that CEFIA's commitment was to work with the Town and that if there were any Administrative burdens, CEFIA would sit down with the Tax Collector and pay the expenses of any Administrative overhead, i.e. ten extra hours of overtime for an employee over a year, etc.

Town Councilwoman Schenkel stated that she was concerned because the program was tied into the taxes, noting that everyone was experiencing tough economic times and taxpayers were having trouble paying taxes to the Municipality, let alone paying on a CEFIA loan. She further stated that she assumed because CEFIA was getting permission from the mortgage holder that if they defaulted on paying the CEFIA loan, the mortgage holder would end up paying the loan back and would result in foreclosures going up.

Ben Healey stated that the property owner had to want it and that CEFIA would do a verification that the savings were real, the mortgage owner would then have to agree that they trust the decision and then the lien would be placed on the property for the amount that would repay the loan for the work done to upgrade the building. He further noted that CEFIA would be the party to call in on the lien, not the mortgage holder and briefly explained the process further and other business scenarios with bank loans. Ben Healey stated that as a follow-up he would have their legal counsel get in touch with the Town for further conversation.

Mayor Festa thanked Ben Healey for coming to the Town to make his presentation.

To Discuss and Take Action on Energy Program for Town of Plymouth

Jessica Bailey, Director, Commercial and Industrial Property Assessed Clean (PACE) distributed material to the Council members and Public for review and discussion.

Martin Sandshaw, 7 Richmond Drive, Plymouth, stated that he was present this evening to talk about the Energy Conservation Plan for the Town of Plymouth.

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To Discuss and Take Action on Energy Program for Town of Plymouth Cont'd.

Martin Sandshaw made note of the goals for the Connecticut Clean Energy Community, stating that he recommended that the Town sign the Pledge (see attachment) to continue on as being a designated Connecticut Clean Energy Community.

Martin Sandshaw gave a brief background on what had transpired to develop the Clean Energy Plan for the Town, noting that he, along with the Mayor, Tony Lorenzetti and Ted Scheidel had worked together with Diana McCarthy-Mercury, CL&P Representative, on the Plan. He further stated that the Plan generated from all of their work had been included in the Town Council's packets (see attached) for the Council's consideration.

Martin Sandshaw outlined and read the information contained in the Plan to the Council and the Public and requested that the Council approve authorization for the Mayor to sign the Clean Energy Community Municipal Pledge for reducing energy, as attached, noting that there was no cost to the Town, it was educating people on a culture change in their place of businesses as they already do in their homes.

Diana McCarthy-Mercury stated that Martin Sandshaw was a gem for the Town in that he was a conservation geek and that the Town should take advantage of the energy it would save and could reinvest it into renewable systems or larger capital energy improvement projects throughout the Town. Diana McCarthy-Mercury stated that the Clean Energy Community Program was a three-step program whereby the Town first signs the pledge (as Bristol and Plainville have done) and explained the commitment of the pledge noting that it requested a 20 percent energy reduction by 2018, noting that there was no penalty if the reduction was not met. She further stated that if the reductions were met the Town would benefit financially and could also earn reward points, which could be applied to energy grants for the Town. Diane McCarthy-Mercury stated that for every 100 points earned the Town would receive a \$5,000.00 Bright Idea Grant (two Grants per fiscal year) that could be used in any way the Town wanted as long as it saved the Town energy, i.e. purchasing clean energy, lighting upgrade at the Town Hall, the library, a school, or purchasing LED's for homeowners, etc. She further stated that because of past participation, the Town was already past the halfway point (52 points) towards its first grant. Diana McCarthy-Mercury briefly explained their recommendations for action plans to tackle energy efficiency and help create the Municipal Action Plan to get on board. She further stated that ICF was an energy action firm, which CL&P was offering to Plymouth, to help with its program and benchmarking all of Town buildings. Diana McCarthy-Mercury stated that ICF's services were only being offered to 10 towns in Connecticut and that they would also assist in tracking the Town's progress. Diana McCarthy-Mercury stated that any of the energy efficiency programs or projects that the Town would be taking part in through CPACE, would also be counted toward its grant points.

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To Discuss and Take Action on Energy Program for Town of Plymouth Cont'd.

Town Councilwoman Schenkel made a motion, seconded by Town Councilman Ferreira, to authorize the Mayor to sign the Clean Energy Communities Municipal Pledge.

Discussion: Town Councilman Ferreira stated that “free” was good and we needed more programs like this.

Vote: Motion passed unanimously. (See Motion on Page 14)

Mayor Festa thanked Diana McCarthy-Mercury and Martin Sandshaw for their presentations.

Martin Sandshaw requested that the Council also consider adopting the Clean Energy Conservation Plan, which had been previously presented to the Town Council. Martin Sandshaw stated that the Plan was essential to making the Program successful to the commitment of a 20% reduction in clean energy.

Martin Sandshaw stated that the Plan outlined how the Town would go about educating people, noting that the Board of Education, with its four certified Energy Star buildings, could testify to the Plan.

Town Councilwoman Schenkel stated that based on Martin Sandshaw’s reputation and success in Town, she wanted to make a motion, seconded by Town Councilman Zagurski, to adopt the Clean Energy Plan as proposed by Martin Sandshaw at this evenings Town Council Meeting.

Discussion:

Martin Sandshaw stated that he was asking both the Council and the Mayor to sign the Pledge.

Town Councilman Ferreira questioned if the Council needed to vote on the Plan stating that he thought the Plan fell under the first motion.

Town Councilwoman Schenkel stated that she understood why Martin Sandshaw wanted the motions to be separate.

Martin Sandshaw stated that one motion was for the CT Clean Energy Communities Pledge and the other one was for the Town, itself.

Pattie DeHuff raised her hand for Public Comment.

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To Discuss and Take Action on Energy Program for Town of Plymouth Cont'd.

Town Councilman Ferreira called for Point of Order and questioned the Mayor if Public Comment was permissible when a motion was on the floor.

Pattie DeHuff stated that there was.

Mayor Festa stated that Town Councilman Ferreira had addressed the issue to the Mayor and he would handle it.

Pattie DeHuff apologized for interrupting.

Town Councilman Ferreira stated that according to Roberts Rules of Order he did not believe that there was Public Comment when there was a motion on the floor.

Mayor Festa stated that according to the Town's Charter the Public would have input throughout the meeting through a controlled process, noting that the motion was now under discussion.

Pattie DeHuff stated that she wanted clarification on the Pledge that the Town was being asked to sign because it had been stated that it was going to be about behavioral changes, but that Diana McCarthy-Mercury had discussed three steps, the first being equipment upgrades, high-back doors, etc., and these were costs, items that would need to be purchased, and she did not think that the Council could do that by Resolution.

Diana McCarthy-Mercury stated that the CT Clean Energy Municipalities Pledge was a separate Pledge from Martin Sandshaw's Plan.

Martin Sandshaw stated that he was only describing three possible ways to save energy and that ultimately, the decision(s) would up to the Task Force, as outlined in the Energy Conservation Program, to determine if that wanted to spend money for upgrades, locking in prices etc. He further stated that he only wanted to hang his hat on number three; sustained behavior changes through education. Martin Sandshaw stated that as an example if you had a half inch crack around a door and there was a 2-mile an hour wind blowing outside there was enough air going through to allow 34 basketballs to go through per hour and he was only giving examples on how to conserve and save money.

Citing an example in the Plan of going to a dark campus during unoccupied times, Town Councilwoman Murawski stated that she felt that was a security issue, noting that the newly installed security lighting in the Town Hall had helped the Town. She further stated that when there were break-ins in the Industrial Park, business owners were told to increase the lighting around their buildings.

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To Discuss and Take Action on Energy Program for Town of Plymouth Cont'd.

Martin Sandshaw stated that it was only a consideration and that they were not asking the Council to follow the example provided in the Plan. He further stated that National studies had shown that there was a decrease on dark campuses because people could not see what there were doing and when a Police cruiser went by a flashlight being used would immediately show that something was happening in the area.

Town Councilwoman Murawski stated that she knew there were guidelines for temperature control for storing records in the Town Hall.

Martin Sandshaw stated that again, the recommendations in the Plan were only suggestions that ideally would help save energy.

Vote: Motion passed unanimously. (See Motion on Page 14)

Martin Sandshaw requested a photograph of the Mayor signing the copy of the Pledge.

Mayor Festa stated that he would participate in the requested photograph.

To Authorize, by Resolution, the Mayor to Enter into Contracts with the Department of Energy & Environmental Protection (DEEP) Re: Burr Road/Harwinton Avenue Well Project

Reading the Resolution (see attachment) into the record, Town Councilman Zagurski made a motion, seconded by Town Councilwoman Murawski, to authorize the Mayor to enter into Contracts with the Department of Energy & Environmental Protection (DEEP) for the Burr Road/Harwinton Avenue Well Project. This motion was approved unanimously.

To Review and Take Action on the Safe Routes to Schools Sidewalk Program/Schedule Public Hearing on Alternate Route

Anthony Lorenzetti stated that the Town had met with the Department of Transportation (DOT) and the people in charge of the program, and had discussed the Project Schedule and that they wanted to have the Town submit a 30 percent Preliminary Design, as well as scheduling a Public Information Meeting, whereby notice (mailing) would also be given to the Public living along the route notifying them of the Public Meeting. He further stated that due to the fact that it was a public improvement, the Town would also have to go to Planning and Zoning. Anthony Lorenzetti stated that there would be another meeting with a more extensive plan for the Public to look at.

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Safe Routes to School Cont'd.

Town Councilman Zagurski questioned if Anthony Lorenzetti wanted the Agenda item tabled until he could come up with the 30 percent Preliminary Design.

Anthony Lorenzetti stated that he thought the Town Council was going to endorse it with the exception of finding out if another Public Hearing was required.

Town Councilman Zagurski stated that he had the idea from the Agenda item that the Council would be setting a Public Hearing this evening.

Anthony Lorenzetti stated that they had the schematic layout, but not a real Preliminary Design to bring to people.

When questioned by Town Councilwoman Schenkel, Anthony Lorenzetti stated that he felt it would be ready within the next couple of months to come up with the design.

Citing deadline concerns that the Board of Education (BOE) had brought up and referencing the letter from the BOE in the Council packets, Town Councilman Ferreira questioned Anthony Lorenzetti if the delay would jeopardize the funding.

Anthony Lorenzetti stated that the DOT had no concerns about the schedule that had been discussed.

Town Councilman Zagurski made a motion, seconded by Town Councilman Foote, to table the Agenda item until Anthony Lorenzetti gets his plans to the 30 percent level and then the Council would schedule a Public Hearing.

Discussion:

Mayor Festa requested that Anthony Lorenzetti double check the deadline issue, relative to what Town Councilman Ferreira had brought up, and stated that he also remembered the Board of Education bringing up a deadline on the funding issues.

Anthony Lorenzetti stated that as far as he knew, he had been the only person dealing with the DOT.

When questioned by Mayor Festa, Anthony Lorenzetti stated that the project program was administered through the DOT.

Vote: Motion passed unanimously. (See Motion on Page Seventeen)

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To Review and Discuss Dog Pound Issues

Town Councilwoman Schenkel made a motion, seconded by Town Councilwoman Murawski, to table Agenda Item To Review and Discuss Dog Pound Issues. This motion was approved unanimously.

To Discuss and Take Action Re. NCAAA Grant/Elderly Outreach Coordinator

Mayor Festa stated Heidi Caron, Human Services Commission Chairman and Abigail Egan, Human Services Director, were both present this evening to discuss this Agenda item.

Abigail Egan stated that she was present this evening because she wanted the Council's approval to apply for a grant to fund an Elderly Outreach Coordinator position through the North Central Area Agency on Aging (NCAAA). Abigail Egan stated that the agency had funds for the position and that she felt the position had been needed in the Town for a long time. Abigail Egan explained and detailed what the Coordinator would be providing to isolated Town Seniors. She further stated that this important program was utilized by neighboring towns for their frail and elderly residents and noted that she felt the Town of Plymouth should support these individuals. Abigail Egan stated that she had previously been the Outreach Coordinator for the Town of Plainville and that it had been a grant funded position and elaborated on her duties for the position. She further stated that she had often come across situations that the Town may have never known about without the position being in place. Abigail Egan stated that the NCAAA would provide the seed money for the position, typically 80 percent of the cost for program and were willing to accept donations in kind for the remaining 20 percent, noting that it could be in the form of use of the telephone phone, use of office space, etc.

Abigail Egan stated that if the Council approved this request, she would also seek funding from the Thomaston Savings Bank's Main Street Foundation so that the Outreach Coordinator would have a portable copier, which would be very helpful in the type of work the Outreach Coordinator would be required to do, i.e. copying documentation of income, etc., in resident's homes.

Heidi Caron stated that she was recommending Town approval to apply for the grant to facilitate community involvement for the elderly population and noted that the Coordinator would also work directly with the Human Services Director and would provide a wonderful resource for the homebound elderly residents who were not aware of current services available to them. Heidi Caron stated that the person would be an asset to provide support to the growing elderly population and would come at no cost to the Town's budget.

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To Discuss and Take Action Re. NCAAA Grant/Elderly Outreach Coordinator

When questioned by Town Councilman Ferreira, Abigail Egan stated that this would be a renewable grant and that every year it would be a declining amount and that the Town's match donation would go up as time went on.

Town Councilman Zagurski questioned the amount of the grant that Abigail Egan would be applying for.

Abigail Egan stated that the amount could range up to \$25,000.00 and felt that the position could possibly be 10 hours at \$10.00 per hour.

Abigail Egan stated that the amount that she would apply for would also depend on whether or not the Council would want the person to be a Town employee with payroll taxes versus a 1099 employee that would not.

Town Councilman Zagurski questioned if presently, the Town Council would be giving Abigail Egan permission to apply for the grant and then the details could be worked out at a later date.

Abigail Egan stated that what Town Councilman Zagurski had stated was correct and that the grants would be released in February, but with the winter and bad weather forthcoming, they wanted to get the information to the Council as soon as possible.

Abigail Egan stated that once the grant was released and she had a draft of what the costs would be, she would make another presentation to the Council.

Town Councilwoman Schenkel, liaison to the Human Services Commission, stated that she felt it was a worthy idea and that she would like Abigail Egan to rethink the maximum because of the large elderly population in Town.

Abigail Egan stated that the grant could only be used for elderly residents, but if the person were someone also reaching out to the disabled population, it would count towards the match.

When questioned by Town Councilman Foote, Abigail Egan stated that she would look for someone that had a Human Services background and someone with experience working with the elderly.

Town Councilman Ferreira stated that he felt it was a great program, but noted that there would be a cost to the Town because of the 80 percent/20 percent match.

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To Discuss and Take Action Re. NCAAA Grant/Elderly Outreach Coordinator

Abigail Egan stated that the NCAAA was very forgiving with their in-kind match, including use of an email account, utilities in the office, office space, and noted that at least the first or second year would not have to be a cost to the Town.

Town Councilman Ferreira questioned if the Town took advantage of the grant, would that lock the Town into phasing it out and making it a permanent Town position, which would be paid for by the Town.

Abigail Egan stated not necessarily, citing that the costs for the Foot Clinic were reduced and the Town no longer needed the grant from the NCAAA for the program.

Pattie DeHuff stated that she worked with Seniors all day long at a law firm that was known for its Elder Law and that she was quite aware of the needs for Seniors, i.e. trouble walking, need to hold onto things, communicating, and that she was not heartless when it came to understanding the needs of the Senior population. She further stated that the comment was made that this would not be a cost to the Town and that was not a true statement if you think about it. Pattie DeHuff stated that she did not mean to call Abigail Egan a liar, but she wanted the Council to see that the Federal Grant for this program was funded by the taxpayers who pay taxes to the Federal Government and that was “we the people” of the Town. She further stated that the program does cost the Town some money and for many years she has seen that through a grant a town gets a person, mostly paid for by the State or Federal government and that when the grant depreciates the cost increases on the Town’s side and eventually the Town has another person that the Town has to pay a salary and benefits to. Pattie DeHuff stated that we need to change our thinking because there is a cost to the Town, because “we the people” pay taxes to the Federal and State government and asked the Council to seriously consider their decision prior to giving approval to apply for the grant. She further stated that the Council would really be taxing “us” the taxpayer and that it would be a commitment to the taxpayers and she wanted the Council to really see it that way.

Pattie DeHuff thanked the Town Council.

Abigail Egan stated that through the Older Americans Act there was a set dollar amount allocated to the State and Region that includes Plymouth and that if the Town did not apply for the grant another town would get the money and we would be paying the same taxes for another town to get the grant so why not apply ourselves.

Heidi Caron stated that she was a Registered Nurse with the CT State Department of Public Health and noted that they had many programs that were grant funded.

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To Discuss and Take Action Re. NCAAA Grant/Elderly Outreach Coordinator

Heidi Caron stated that once the grants were completed the employees hired under the grants no longer had a position and that it was not a continuum of taxpayer dollars and/or another expense to the Town.

Town Councilwoman Schenkel made a motion, seconded by Town Councilman Zagurski, to authorize Abigail Egan, Human Services Director, to apply for the NCAAA Grant to pay for a part-time Elderly Outreach Coordinator.

Discussion:

Town Councilman Ferreira stated that he wanted to make it clear that his only concern was that the Council did not add to the budget (verses a fully funded grant) because then the position would have to be looked at a little differently. He further stated that he had a heart and felt that the Town was paying Federal taxes and should take benefit of this grant. Town Councilman Ferreira stated that he also felt that there were a lot of Seniors that needed someone to check on them and needed assistance and he was only concerned, when all was said and done, with keeping the taxes down for the Townspeople.

Town Councilwoman Schenkel stated that she understood where Town Councilman Ferreira was coming from, but that the elderly population was the silent majority of the Town and that they usually got the short end of the stick. She further stated that if the Town could incorporate something to suit their needs, make their lives easier, and ends up down the road that the Town has to make the position, then the Town would deal with it at that time. Town Councilwoman Schenkel stated that Town would then do away with the extra new truck, extra equipment, etc., and that Seniors were taxpayers too and were just as important and deserved this benefit.

Town Councilman Ferreira stated that he was in agreement with Town Councilwoman Schenkel, was not fighting against it, but if it was something that would be voted on, knowing that we were going to keep it, then all the cards needed to be on the table because of the impact it would cause. He further stated that he had family that was getting up in age and that the town one of his family members lived in had an Outreach Program that was invaluable. He further stated that he wanted it clear that he wasn't against the program, he just wanted everyone to be aware of everything because he did not have a copy of the grant document telling him everything that the grant was about.

Town Councilman Foote stated that he also cared for elderly neighbors and family and questioned how many other people in the Town had no one to check in on them. He further stated that having a program like this would be a good practice to see how it worked and to see if the Town should keep it in the future.

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To Discuss and Take Action Re. NCAAA Grant/Elderly Outreach Coordinator

Town Councilwoman Murawski stated that if the grant was received and if the information compiled showed that the Town had elderly residents that needed the program, then at that point in time it would then become a Board of Finance decision, after weighing all the other options and the needs of the Town.

Melanie Church stated that when the position was put in the Council might find that as time goes on and the grant money runs out, that even the person in charge of Human Services in the Town might go out and do case studies and coordinate the work, the same as the State has done. She further stated that then the Town would not have to worry about the extra money because we would be utilizing that person. She further stated that jobs change and maybe when the grant money ran out the Humans Services person could go out door-to-door because that would be another service and that the people would be seeing somebody that was not really changing and somebody that was part of the Town.

Mayor Festa questioned if Melanie Church was referring to Human Services or Human Resources. Melanie Church stated that she meant the Human Services person.

Mayor Festa stated that Abby was the Human Services Director and that she already does those kinds of things.

Melanie Church stated that she meant if the grant monies dried up and you have someone going out and searching, maybe just an added thing there, you would still save money.

Vote: Motion passed unanimously. (See Motion on Page 21)

To Remove from Table and Take Action by Resolution to Approve Encroachment Agreement with State of Connecticut DOT

Town Councilwoman Schenkel made a motion, seconded by Town Councilman Zagurski, to remove from the table the Resolution to approve the Encroachment Agreement with the State of Connecticut Department of Transportation. This motion was approved unanimously.

Reading the Resolution into the record, Town Councilwoman Schenkel made a motion, seconded by Town Councilwoman Murawski, to take action to approve the Resolution to for the Encroachment Agreement with the State of Connecticut DOT. This motion was approved unanimously.

Melanie Church questioned if the Mayor had skipped Agenda Item No. 14. It was noted for the record that Agenda Item No. 14 had been tabled.

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To Discuss and Take Action on Facade Improvement Grant Program

Town Councilwoman Murawski stated that she wanted to recues herself from this Agenda item because she was a business owner in Town and might be eligible for the program.

Khara Dodds, Plymouth Land Use Director, stated that information on the Facade Improvement Grant Program had been included in the Council packets, which detailed the program guidelines. She further stated that she was present this evening, on behalf of the Economic Development Commission, seeking the Council's approval for the program and distributed revised copies (see attached), noting that one change had been made in regards to the coverage target area for the program. Khara Dodds stated that the program was developed to help Town businesses along Main Street in conjunction with Streetscape Project. She further stated that this program was a great way to reinvest in the Community. Khara Dodds stated that David Bertnagel had discussed the Town's Block Grant Funding, which had been in reserves, noting that the funding had come back to the Town through previous Rehabilitation Loans that had been repaid to the Town. Khara Dodds noted that the State of Connecticut had informed the Town that they would be able to retain the monies and the Economic Development Commission had decided to use the funds to reinvest into the Community through the Facade Improvement Program. She further stated that there was approximately \$40,000.00 in the fund that would allow the Town to help out a few businesses and noted that sometimes the funding was restricted, but this would be a great way to help out small businesses along Main Street from Town line to Town line. Khara Dodds stated that grants would be at a 50 percent match with the businesses coming up with a 50 percent match to the Town's, with a maximum amount of \$5,000.00, enabling the Town to possibly help eight businesses. Khara Dodds stated that Paint Grants would be available in the amount of \$500.00 and stated that the businesses would make an application to the Land Use Department and then it would go to the Economic Development Commission for consideration. She further stated that the application would then be forwarded to the Tax Incentive Committee. Khara Dodds stated that the business would supply the Town with three quotations and if the property was approved the work would begin and upon certification of successful completion, the Town would reimburse the 50 percent match to the business.

Noting that he felt the program was good, Town Councilman Zagurski questioned if the \$40,000.00 ran out would an opportunity exist to replenish the fund. David Bertnagel stated that basically the Town would look at what was remaining in the Loan Accounts and then maybe the Town could use the funds in the future. He further stated that the general budget process could be examined and monies allocated after reviewing how successful the program might be and if there was a return on the investment.

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To Discuss and Take Action on Facade Improvement Grant Program Cont'd.

When questioned by Town Councilman Foote, David Bertnagel stated that the facade improvements in Bristol were through general taxation out of the Town's general Operating Budget, but that the programs were similar.

Town Councilwoman Schenkel made a motion, seconded by Town Councilman Zagurski, to approve the Facade Improvement Grant Program for the Town of Plymouth. This motion was approved unanimously.

To Review and Take Action on Public Works Ad Hoc Committee's Recommendation to Approve the Draft Ordinance to Create a Public Works Advisory Committee

Scott Poulton, 397 North Harwinton Avenue, Terryville, Chairman of the Public Works Ad Hoc Committee, stated that in 2011 the Ad Hoc Committee was formed to look into the need for a Commission to oversee the Public Works Department. He further stated that the Ad Hoc Committee had met and had visited towns compatible in size and with similar budgets to Plymouth and that it didn't take long to see that Plymouth needed the oversight Commission. Scott Poulton stated that the Public Works Department had the second largest dollar amount in the general budget and that they did not have any oversight excepting the Town Council and the Mayor. Citing the Fire Department as an example, Scott Poulton stated that they had a \$200,000.00 budget and a Commission to oversee them and that the Public Works Department's budget was \$3.2 million and no one approves or denies any requests or anything that goes through other than what the Board of Finance approves in the budget. Scott Poulton stated that no one oversees where that money goes, what's done with it, what projects are approved/not approved, other than what is brought to the Council and to the Mayor. Scott Poulton stated that in their study, over the past year and a half, the Ad Hoc Committed stated that they realized that a need existed to develop a Commission. He further stated that for the present time the Ad Hoc Committee was requesting an Oversight Board be created, referencing the information that was included in the Town Council packets, in order to get a Commission going. He further stated that if the Commission were approved they would have to sit down and develop some rules/regulations and guidelines as to how they would operate, but it would also require some Charter revisions to give the Commission some bite. For the present time, Scott Poulton stated that the Public Works Director would report to the Oversight Board once a month, like the other Commissions and from there they would help with the budget, help approve projects, look into the hiring process, and some things that they had seen there was a need for. Scott Poulton stated that the Public Works Director wore multiple hats and questioned if the Town was getting the most bang for their buck, noting that he did not believe that was true and stated that the majority of the Ad Hoc Committed agreed with him.

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Public Works Ad Hoc Committee's Recommendation Cont'd.

Noting that there were many things that needed to be looked at, Scott Poulton stated that establishing this Commission would be the first step. He further stated that it would be a long road and wouldn't happen overnight, that they would not be able to change a lot of things, but it would be a start to get something going with the \$3.2 million dollar budget.

Town Councilman Zagurski, referencing the wording in Paragraph Five as being "the Commission shall meet at least monthly", questioned if that locked the Commission into holding a meeting monthly even if they had to cancel it.

Scott Poulton stated that it would have to be a quorum just like it would be for any other Town meeting.

Scott Poulton stated that the Town Attorney, Sal Vitrano, had helped the Ad Hoc Committee write the report, but that the wording could be changed if it needed to be.

Town Councilman Zagurski stated that he felt the Ad Hoc Committee members had done a great job with the report and that he appreciated all of their work and effort and that he definitely supported it.

Town Councilman Zagurski questioned Mayor Festa if the next step would be for the Council to accept the Draft Report copy and then hold a Public Hearing.

Mayor Festa stated that the Ordinance would have to be publicized at least five days prior to the Public Hearing date.

Town Councilwoman Schenkel questioned how much time the Town would need in advance because of the timeframe with the holidays coming up.

Scott Poulton stated that the Ad Hoc Committee would not have a problem waiting until after the holiday season and that it could wait until January for a Public Hearing.

Town Councilwoman Murawski stated that she had voted three times already to approve this Commission.

Town Councilwoman Murawski stated that in the previous Ordinance the Ad Hoc Committee had looked at, there was something about that a person couldn't be a member of the Commission if they owned a company that did construction type work for the Town and that was no longer in the Draft Report.

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Public Works Ad Hoc Committee's Recommendation Cont'd.

Scott Poulton stated that in the new Ordinance there was a stipulation that if a person worked for Public Works they couldn't serve on the Commission and also if they had worked for Public Works and had retired/left, the person would have to wait five years before they would be considered to sit on the Commission. He further stated that the Ad Hoc Committee had put those stipulations in because they didn't want any kind of conflict happening, i.e. disgruntled worker getting on the Commission and causing trouble down the road.

Scott Poulton stated that it was similar to Town Councilwoman Murawski abstaining from the Facade Improvement Grant Program vote, and that was how they looked at it as well; any conflicts would result in a member abstaining. Scott Poulton stated that they had set up a five panel Commission with two Alternates.

When questioned by Scott Poulton, Town Councilwoman Murawski stated that she now understood that the Commission wanted to use the person's knowledge and that they could abstain from a vote.

Town Councilman Foote made a motion, seconded by Town Councilman Zagurski, for the Town Council to approve the Public Works Advisory Committee's Report.

Discussion:

Town Councilman Zagurski stated that he wanted to make an amendment to the motion that the Town Council would schedule a Public Hearing for the Ordinance (if approved) for January 8, 2013, at 6:00 p.m., prior to the next Town Council Meeting. Town Councilman Foote seconded the amendment. This motion on the amendment was approved unanimously.

Vote on Main Motion: Motion passed unanimously. (See Motion on Page Twenty-Six)

Mayor Festa thanked Scott Poulton and his Committee for the wonderful job they had done.

Executive Session for Contractual Issues; AFLCIO Police Union; Contracted Services/Public Works Interim Coordinator

Town Councilwoman Schenkel made a motion, seconded by Town Councilman Ferreira, to move into Executive Session at 9:20 p.m., to discuss Contractual Issues; AFLCIO Police Union; and Contracted Services/Public Works Interim Coordinator. This motion was approved unanimously.

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Public Works Ad Hoc Committee's Recommendation Cont'd.

Present for the Executive Session were David Bertnagel, Assistant Chief Dabbo, Town Councilman Ferreira, Mayor Vincent Festa, Town Councilman Foote, Chief Krasicky, Anthony Lorenzetti, Town Councilwoman Murawski, Chief Campbell, Town Councilwoman Schenkel, and Town Councilman Zagurski.

Mayor Festa called the Plymouth Town Council Meeting back into the Regular Session at 10:43 p.m.

Take Action, as may be necessary, from Executive Session

Town Councilwoman Schenkel made a motion, seconded by to Town Councilman Foote, to authorize the Chief of Police, through the Mayor's Office, to draft a Memorandum of Understanding regarding the usage and personnel for the Dog Pound with Wolcott. This motion was approved unanimously.

Town Councilwoman Schenkel made a motion, seconded by Town Councilman Ferreira, to authorize the Chief of Police to develop a Mutual Aid Agreement with the Town of Thomaston, subject to the Police Commission and then to be sent to the Town Council for approval. This motion was approved unanimously.

Town Councilwoman Schenkel made a motion, seconded by Town Councilman Foote, to authorize the Mayor to enter into a contract with Paul Pronovost, not to exceed a one-year term or to exceed \$52,000.00 from the Public Works Salary Budget. This motion was approved unanimously.

Financial Update-David Bertnagel

David Bertnagel, Director of Finance, distributed copies (see attached) noting that he had received questions on grants that the Town had received for the past several years. He further stated that his reports showed the special grants that had been authorized by the legislature from the State Bond Commission, which then approved the money to be released. David Bertnagel stated that the last grant was for \$250,000.00 to provide money for nine homes on Burr Road and Harwinton Avenue that had contaminated wells. David Bertnagel stated that the \$350,000.00 for the Waterwheel Project had been submitted by Senator Colapietro, had been questioned and had been approved, noting that there wasn't an actual grant application and the wording shown was what actually had been put through as. David Bertnagel briefly explained the grant process noting that the Town had to follow the office selected by the Legislative Aid and that the Town of Plymouth was assigned to the CT Culture and Tourism and that the Town had to follow their regulations and guidelines.

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Financial Update-David Bertnagel Cont'd.

David Bertnagel stated that the Town had received a couple of other grants (not shown on the first attachment) that the State had given to the Town as Surplus Monies in the amount \$150,000.00 with no restrictions. He further stated that the Town had decided to put \$50,000.00 of that money towards the Fall Mountain Fire House and \$100,000.00 to the Waterwheel Park in 2006. David Bertnagel stated that Representative Nancy Johnson had promised another \$100,000.00 to the Town that had been appropriated for the Waterwheel Project, but that the grant had never come to fruition. David Bertnagel stated that the second attachment showed the active grants that the Town had, including the \$250,000.00 from the DEEP, as approved this evening and reviewed the sheet by each grant listed. David Bertnagel stated that he would be providing an update within the next month or so, showing where the Town stood with the outstanding grants, noting that it was a good piece of information for the Council to have.

Melanie Church stated that the \$100,000.00 grant was from Hamzy, although she could be wrong and that it had to do with the Waterwheel and that the Board of Finance had given \$30,000.00 to buy one of the properties there and believed that Town Councilman Zagurski was on the Council at that time. She further stated that was a \$100,000.00 grant and that money was used to purchase the rest of the land because it was an "anything" grant and that she thought it was in between Covello leaving and Jan coming in and that she was 99 percent sure on that grant and that she thought David Bertnagel would find that grant was already spent by the Board of Finance.

David Bertnagel stated that the next attachment was the Draft Financials for the Town and that the final audit report would be forthcoming and that he was pleased to report that the Town had over \$250,000.00 in a surplus last year in its Operations. He further stated that the General Fund Balance increased and that the Unassigned Balance was at \$1,853,333, and that the total Fund Balance went up approximately \$150,000.00 last year. David Bertnagel stated that was due to some conservative efforts taken on by the Town Council, the Board of Finance, and the Mayor's Office, in a lot of different areas and recommended reading the RSI-1 and RSI-2 Statements (see page 48) to read the biggest piece of the financials. He further stated that the Statements showed the property taxes and noted that the Town tries to achieve full payment for what it budgets for, last year it was 97 percent collection rate and that this year the Town was ahead of the game by 1.5 percent points. David Bertnagel stated that the Town came in short on the current tax levy by \$486,000.00 of what the Town budgeted and that the Town was working on this and that a lot of progress had been made by the Town and the Board of Finance and felt that the number would drop dramatically next year. David Bertnagel reviewed the line items in detail, noting that the revenues had exceeded the budget by \$122,000.00 so the budget had extra revenue than what the Town needed.

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Financial Update-David Bertnagel Cont'd.

David Bertnagel noted that he was happy to state that there were no additional appropriations made to the budget last year (only some transfers) and that the Departments had all lived within the \$38,623,305.00 amount approved by the taxpayers. David Bertnagel stated that there had been significant savings, including \$250,000.00 turned over to the Town from the Board of Education and that \$113,000.00 of that money was sent to a Sinking Fund (created by the Board of Finance) for long-term building repairs for the Board of Education. David Bertnagel stated that the original budget allowed for \$112,500.00 for Legal Services and that \$128,257.00 had been spent, noting that he had been close. He further stated that the previous year Legal Services had come in at \$250,000.00 and that it was a significant drop from the previous year. David Bertnagel stated that Employee Benefits came under by approximately \$20,000.00, the Town Clerk was under by about \$20,000.00 due to the volumes of recordings. David Bertnagel stated that the Police Department had given back \$6,000.00, the Fire Marshal gave back \$2,000.00, Emergency Management gave back \$5,000.00, the Dog Warden was even, Communications gave back \$20,000.00 and the Fire Department gave back \$10,000.00. David Bertnagel stated that the Snow Budget was under by \$177,000.00 last year, but they had gone over budget in the Maintenance Garage because of rising fuel costs last and maintenance repairs to vehicles that had to be done. David Bertnagel stated that the Town ended up spending an additional \$22,000.00 on the vacated buildings as shown in the attachment. David Bertnagel stated these items were why the Town had developed its surplus last year. David Bertnagel continued to review the items and noted that the Town was in balance and in good shape.

Town Councilman Zagurski stated that there was a large number of over expenditures within budgets that were transferred by the Board of Finance to cover the expenditures.

David Bertnagel distributed copies of the current year's budget (see attached) and noted that his only concern was that the Town had expenditures from Hurricane Sandy and that the Board of Finance had transferred a little over \$20,000.00 from the Contingency Fund. He further stated that the Town had since received notification that the Town might be eligible for some Federal Grant money, but that the Town did not have a huge expense like last years storms.

David Bertnagel stated that the Board of Finance had addressed the overtime line items in various departments, noting that they wanted that under control and wanted reports from the departments that were over.

Town Councilman Zagurski questioned if the overtime listed under the Human Resource Salary was just for the Human Resource Department.

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Financial Update-David Bertnagel Cont'd.

David Bertnagel stated that was a correct statement, the overtime was for the Human Resource Department and that it had been addressed by the Board of Finance and noted that they had requested additional information for the one particular department at their December meeting. David Bertnagel stated that he would report back to the Council with their findings.

Town Councilman Zagurski thanked David Bertnagel for stating that he would report back to the Council on the Board of Finance findings on the Human Resource Department's overtime.

Town Councilman Zagurski stated that David Bertnagel had provided a good report and thanked him for the information.

Liaison Reports

Town Councilman Zagurski stated that he had nothing to report at this time.

Town Councilwoman Schenkel stated that the Human Services Commission had come forward with a request for a grant, as previously discussed this evening. She further stated that the Human Services Commission was working on their bylaws

Town Councilwoman Schenkel stated that she had been unable to attend the Police Commission meeting, however they had included their Traffic Report in the Town Council packets.

Town Councilwoman Schenkel stated that she had been notified too late to attend the scheduled Special Board of Finance meeting.

Town Councilman Ferreira stated that the Board of Education would be meeting next week.

Town Councilman Ferreira stated that the Public Works Department had many meetings during the month of October and November. Town Councilman Ferreira stated that the Burr Road/Harwinton Avenue Water Project was ongoing. Town Councilman Ferreira stated that the Waterwheel Project had been awarded and that the Contractor had begun the project coordination. Town Councilman Ferreira stated that the Public Works Department had attended various Commission Meetings and had met with many vendors on proposed projects. Town Councilman Ferreira stated that the Public Works Department had prepared for Storm Sandy.

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Liaison Reports Cont'd.

Town Councilman Ferreira stated that the Public Works Department had hired a new Town Hall Custodian, Joe Ouellette, to replace Bob Engle, who was now on the Highway crew. Town Councilman Ferreira stated that the Public Works Department was continuing their work on the Fall Mountain Road Paving Project. Town Councilman Ferreira stated that the Public Works Department had attended many meetings with CCM, CRCOG, DEEP and listened to presentations on new Transfer Permits. Town Councilman Ferreira stated that the Public Works Department had inspected the Town owned dams. Town Councilman Ferreira stated that three Demolition Permits had been issued, 18 Bulky Waste Permits had been issued and that Metal Reimbursements had totaled \$2,497,00.

Town Councilwoman Murawski stated that she had nothing to report at this time.

Town Councilman Foote stated that he had made his report at the November 28, 2012, Special Town Council Meeting.

Public Comments

Melanie Church stated that the new position for Paul Pronovost was not in the budget and was over \$50,000.00 and questioned why it wasn't going to a Town Meeting.

Melanie Church stated that there was a section in the Charter (Page 49, Unauthorized Expenditures) and noted that it needed to be looked at especially with what Mrs. Reed had distributed because from what she understood the Town paid for cats to be taken care of and we are not responsible. She further questioned who was going to keep paying all these bills and stated that the next thing you know would be that everyone would be coming in wanting their animals taken care of. Melanie Church stated that if the Town Council checked with the State Animal Control they would find out that it was not the Town's responsibility, it was the owner's responsibility and the Town really need to start being fair.

Melanie Church stated that the Property Maintenance Ordinance didn't seem to be followed and noted that there was supposed to be a listing brought to the Council, but that a list had never been brought to the Council since it had been enacted. Melanie Church stated some people were being fined and some were not and that it was promised that if this came through it would be consistent and that any blighted property would have been brought to the Council for approval, but none of this was happening. She further stated instead she was seeing people like Mrs. Reed who was frustrated and that when the Ordinance was brought through and it was supposed to be fair and equitable.

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Public Comments Cont'd.

Melanie Church stated that she had attended an Appeals Meeting to see what was happening there and that Mr. Hooper on Todd Hollow Road was being fined and yet there were no fines on Chidsey Terrace and that the Town had to be consistent, otherwise how could the Town fine one man, but not someone else. Melanie Church stated that she was asking the Town Council, who had enacted the Ordinance, to please follow through and make sure it was done fair and equitably for everyone.

Melanie Church thanked the Council.

Heidi Caron stated that the Human Services Commission had a group that had worked on the Human Services Commission Bylaws and that the revision had been submitted to the Mayor's Office back in September for the Town Council's final approval. Heidi Caron stated that she would like the item on the Town Council's Agenda for next month.

When questioned by Mayor Festa, Heidi Caron stated that the copy sent to his office in September was the final copy.

Mayor Festa thanked Heidi Caron for bringing this matter to his attention.

Council Comments

Town Councilman Zagurski stated that he was concerned that the Council hadn't received copies of the Blight Committee's report and requested that they be placed on the Town Council's Agenda. He further stated that the Council should have the listing and noted that the Council was not following the Ordinance, as previously noted by Melanie Church.

Mayor Festa stated that he would double check the questions and that it would be placed on the Town Council's Agenda.

Town Councilman Zagurski stated he had heard that David Elder had resigned and that he wanted to wish him well in his new endeavors.

Mayor Festa stated that David Elder would still be present at the Town Hall for a couple of Training Sessions. He further stated that David Elder had chaired the Code Enforcement Committee and that the Council could still solicit information from him for the Blight Ordinance issues.

Town Councilwoman Schenkel wished everyone a safe and happy holiday season.

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Council Comments Cont'd.

Town Councilman Ferreira stated that he had no comments at this time.

Town Councilwoman Murawski stated that she had no comments at this time.

Town Councilman Foote stated that he had no comments at this time.

Adjournment

There being no further business of the Plymouth Town Council, Town Councilwoman Murawski made a motion, seconded by Town Councilwoman Schenkel, to adjourn at 11:23 p.m. This motion was approved unanimously.

Respectfully submitted,

Acting Recording Secretary

Attachments