

Town of Plymouth
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Plymouth Town Council
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Minutes

July 9, 2013

Call to Order: Mayor Vincent Festa, Jr., called the scheduled July 9, 2013, 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 Sue Murawski, Town Councilwoman DiAnna Schenkel, and Town Councilman Tom Zagurski.

Also in attendance were Plymouth Police Commissioner Joseph J. Biernacki, Capital Improvements Committee Chairman Rodney Houle, Parks and Recreation Chairwoman Linda Kazmierski, Plymouth Police Chief Karen Krasicky, Parks and Recreation Member Cathy Kosak, Town Clerk Barbara Rockwell, Town Attorney Salvatore Vitrano, Town Assessor Rae Ann Walcott and North Street Reservoir Ad Hoc Committee Chairman John Wunsch.

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.

Accept Minutes of Regular Council Meeting, June 4, 2013

Town Councilwoman Schenkel made a motion, seconded by Town Councilman Foote, to accept the Plymouth Town Council Regular Meeting Minutes of June 4, 2013, as presented. This motion was approved unanimously.

Council Rules and Procedures

Town Councilwoman Sue Murawski stated that under Privilege of the Floor, A., there always seemed to be a problem with the item and read the item into the record.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Two of Forty-Seven Pages**

Council Rules and Procedures

Town Councilwoman Murawski made a motion, seconded by Town Councilman Foote, to remove this sentence from the Privilege of the Floor section because everyone knew that the Council was not asking people to come up twice to speak.

Discussion:

Town Councilwoman Schenkel stated that the sentence did not mean that people needed to come up to the podium to speak; it meant that people were limited up to two times to comment on a particular topic.

Town Councilwoman Schenkel stated that last month's meeting was a perfect example noting that the Council didn't adjourn until 11:00 p.m. She further stated that this item was designed so that everyone could be heard and to keep people from getting up and dominating the microphone.

Town Councilman Ferreira stated that he agreed with Town Councilwoman Schenkel's comment, noting that he felt two times at the microphone for each item was enough if everyone thought out their thoughts. He further stated that rather than remove the sentence he felt that it should be amended to say that each speaker should be limited to two comments at the podium per agenda item and that he felt that was the original intent of the sentence.

Town Councilman Foote withdrew his second to Town Councilwoman Murawski's motion.

Town Councilwoman Murawski withdrew her motion.

Town Councilwoman Murawski made a motion, seconded by Town Councilman Foote, to remove the words "at least" from the third sentence under Privilege of the Floor, A. This motion was approved unanimously.

Public Comments on Non-Agenda Items

No Report.

Mayor's Report-Letter of Thanks/Wujcik Family; Exit Interview Format; Letter of Commendation/P&Z; Letter of Thanks/Parks & Rec.; Terryville Tree Tour Guide/J. Milne; BRRFOC/Board of Directors Defeasance; CIRMA Insurance; Report From Code Enforcement Committee

Mayor Festa stated that he had received a Letter of Thanks from the Wujcik Family in the Council's packets and read a portion of the letter into the record.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Three of Forty-Seven Pages**

Mayor's Report Cont'd.

Mayor Festa explained what had happened, the Firemen's involvement in saving the dog's life and what it entailed on their way to the Veterinarian Hospital, noting that the family was very appreciative to the volunteers that had come to their home that night for the distress call and wanted to publically thank them for their efforts.

Mayor Festa stated that he had included the Exit Interview Format as an informational item for the Council, noting that an Entrance and Exit evaluation took place for every employee that came into and left the Town Hall's employment.

Mayor Festa stated that he had received and included in the Council's packets, a thank you letter from the Planning & Zoning Commission's Chairman thanking Marty Sandshaw for his work and involvement in the Town's Energy Program for the School District. He further stated that the Commission wanted to recognize Marty Sandshaw for his efforts and for the money that he was able to save the Town with the Energy Program.

Mayor Festa stated that he had received a thank you letter from the Parks and Recreation Commission thanking the Public Works Department for their recent efforts to improve the condition and appearance of the Osocki Field at the Main Street School. Mayor Festa read a portion of the letter into the record noting that the Parks and Recreation Commission looked forward to continuing to work together with all Town Departments and Organizations for the betterment of the Community.

Mayor Festa stated that he had included a Tree Brochure in the Council's packets and that the brochure which had been put together by Jerry Milne, included a detailed map of trees of distinction for anyone wanting to take the tree tour on their own. Mayor Festa stated that Jerry Milne should be commended for the wonderful job he had done on the Walking Tour of Plymouth Center, the Walking Tour of the Cemetery and now the Walking Tour of Trees. He further stated that Jerry Milne had put the Town of Plymouth on the map relative to the Parks and Forestry Association.

Mayor Festa stated that the Bristol Resource Recovery Facility Operating Committee (BRRFOC) had completed their Bond Defeasance Program, selling all their bonds and terminating their outstanding debt, noting that the letter had been included in the Council's packets and was self-explanatory. He further stated that they would be sharing the leftover monies with the fourteen participating communities, including Plymouth.

Mayor Festa stated that he had included CIRMA (Worker's Comp) information in the Council's packets, noting that the Town's increase would be 4% and that the Town had been told that some increases had gone as high as 16% and he was grateful for Bill Bellotti's work.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Four of Forty-Seven Pages**

Mayor's Report Cont'd.

Mayor Festa stated that he had included the Code Enforcement Committee's Monthly Status Report in the Council's packets as an informational item.

To Refund the Following Property Taxes: Richard D. Ridder \$29.36; Raymond or Joanne Costick \$47.11; VW Credit Leasing \$251.49; Kevin and Joseph LaMay \$79.62

Town Councilwoman Murawski made a motion, seconded by Town Councilman Foote, to refund the following Property Taxes: Richard D. Ridder \$29.36; Raymond or Joanne Costick \$47.11; VW Credit Leasing \$251.49; Kevin and Joseph LaMay \$79.62, as presented. This motion was approved unanimously.

To Take Action to Accept the Resignation of Ann Tuleja from the Police Commission Effective 6-12-2013

Town Councilwoman Schenkel made a motion, seconded by Town Councilman Foote, to accept the resignation of Ann Tuleja from the Police Commission, effective June 12, 2013, with regret.

Discussion:

Town Councilwoman Schenkel stated that as the Liaison to the Police Commission she wanted to commend and thank Ann for her (almost) ten hard years moving the Commission forward, noting the Commission had done a number of things including reviewing the General Orders and revising Policy. She further stated that with Ann's assistance the Commission had brought so much to the Town in terms of getting the Police Department to the Class A Department that it was currently. Town Councilwoman Schenkel stated that she wanted to thank Ann Tuleja for her efforts.

Town Councilman Zagurski stated that he wanted to say the same and noted that he was shocked to see Ann's resignation in the packets. He further stated that Ann Tuleja had done a lot for the Commission and the Town throughout the years and also wanted to thank her for her efforts.

Vote: This motion was approved unanimously.

Appointments/Resignations: To Take Action to Appoint the Following: Chester E. Scoville to the Police Commission to Fill Vacancy-Term to Expire 1-14-2016

Town Councilman Foote made a motion, seconded by Town Councilwoman Schenkel, to appoint Chester E. Scoville to the Police Commission to fill a vacancy, with a term to expire on January 14, 2016.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Five of Forty-Seven Pages**

Appointments/Resignations Cont'd.

Discussion:

Town Councilwoman Schenkel stated that she felt Chet (Scoville) would make a great addition to the Police Commission.

Vote: This motion was approved unanimously.

Mayor Festa congratulated Chester Scoville on his appointment.

To Take Action to Authorize the Mayor to Sign the Police/Youth Program Grant

Chief Krasicky, 80 Main Street, Terryville, stated that the Town's School Resource Officer had obtained the Police/Youth Program Grant last year in the amount of \$9,954.00. She further stated that the grant was used for afterschool programs whereby Police Officers worked with students in non-confrontational/non-Police type of situations (i.e., playing games, assisting them with Community Programs and effort, etc.) Chief Krasicky stated that the program was a great success and that they received a lot of compliments on the great job that the Officers had done.

Chief Krasicky stated that the SRO Officer, Patrick Walsh, had put in for the grant again this year and that it had been approved in the amount of \$9,674.00. She further stated that the CEO of the Town needed to get a Resolution from the Town Council for the Police/Youth Grant to complete the necessary paperwork for the grant.

When questioned by Town Councilwoman Murawski, Chief Krasicky stated that the grant covered the entire cost of the program.

Town Councilman Zagurski made a motion, seconded by Town Councilwoman Schenkel, for the Town Council to authorize the Mayor to sign the grant application for the Police/Youth Grant Program. This motion was approved unanimously.

Mayor Festa thanked Chief Krasicky for her report.

Chief Krasicky thanked the Mayor/Council for their assistance.

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle)

Rodney Houle, 16 Frankie Lane, Terryville, Chairman of the Capital Improvements Committee, stated that the Town Council members had received a Floor Plan, as previously requested, of the Police Department.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Six of Forty-Seven Pages**

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle) Cont'd.

Rodney Houle distributed copies of the Cost of Contract for the Interrogation Room received from local Contractor Mark Sekorski.

Rodney Houle stated that the Floor Plan showed what the Capital Improvements Committee wanted to do for the Interrogation Room, noting that this had been marked in the color red.

Rodney Houle read the Cost of Contract into the record, noting that he, Chief Krasicky, several Police Officers and Anthony Lorenzetti had shown Mark Sekorski what would be needed for the proposed Interrogation Room during an hour-long tour of the Police Department. He further stated that the Capital Improvements Committee wanted to recommend taking six feet of room in the rear of the downstairs vault (next to the Police Department), build a new wall and add a door in the left hand corner. Rodney Houle stated that the door would lead into the current Police Locker Room, making the backroom the Evidence Room. He further stated that the current Evidence Room, which was located in the center of the Police Department, would be the new Interrogation Room. Rodney Houle stated that there was room for a large two-way mirror for viewing into the Interrogation Room while interrogations were in progress. Rodney Houle detailed the Floor Plan, item by item, for the Council Members, as follows:

- Move 7' metal shelving and stored material
- Construct temporary wall to protect vault
- Install 8" x 8" x 16" cement block wall in vault from floor to ceiling painted on both sides
- Move 2 light fixtures into new storage room
- Add sprinkler head into new storage room
- Cut in new steel buck door and steel jamb 3'0" x 6'8"
- Cut in and install new one-way glass and trim from old typing into new interrogation room
- Install door sweep and solid door panel to right side of existing door into new room
- Build new short walls on top of existing walls to first floor ceiling so room can be sound proof sheetrock, insulate, 1 coat compound and tape
- Apply fiber soundboard to inter walls and paint
- Install new commercial Berber carpet
- Bolt chair and desk to floor
- Electrical work to include: red light on wall above door to indicate when room is in use, moving of various lights, switches and plugs to meet code

Total material and labor: \$27,958.90

When questioned by Town Councilwoman Murawski, Rodney Houle stated that the Floor Plan was copied from a 1970's Floor Plan and some of the rooms shown were not accurate, noting that what was exact was where the renovations were taking place (in the color red).

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Seven of Forty-Seven Pages**

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle) Cont'd.

Town Councilwoman Murawski stated that she was trying to say that there was a lot more space not shown on the Floor Plan and that she had previously suggested moving the Interrogation Room into the Police Chief's office area.

Rodney Houle stated that the Council Members should contact the Police Chief and/or Deputy Chief to set up a tour so that they would see how little space there actually was in the Police Department and see how the Department handled offenders that they brought in, noting that it was amazing.

Rodney Houle stated that the Council needed to remember that the Police Department was built when there were only three Police Officers in Town and now there were 20+ Police Officers using the same space. Rodney Houle stated that everything had progressed through the years, i.e., Hazmat, etc., which require a lot more space.

Rodney Houle stated that when the Capital Improvements Committee came to the point of upgrading the Town Hall they would be certain to allow for adequate room space.

Rodney Houle stated that a previous idea of utilizing a portion of the Community Room did not work out because the Seniors were not on board with the idea, noting that it would not have cost as much. He further stated that the Capital Improvements Committee were now in the Police Department trying to find the room for the Interrogation Room, noting that this would be on a temporary basis (3 to 5 years) until the Townspeople decided if they wanted to expand the Police Department/Town Hall.

Rodney Houle stated that the Town of Plymouth was the only Town out of 19 towns in the State's Attorney District without an Interrogation Room. He further stated that if the Town did not get the room completed before January 1, 2014, the Town would lose \$8,000.00 in a technology grant for the cameras and visual/audio equipment. Rodney Houle stated that the Committee had to go out for bid, would have to contact the State, get the necessary clearance or otherwise they would have to look for something else.

Referencing and reading a portion of a letter that he had received from Barbara Rockwell regarding the State of Connecticut's Office of the Public Records, Connecticut State Library, Town Councilman Ferreira questioned if the quotation met all of the standards as detailed in the aforementioned letter.

Rodney Houle stated that he still had to go to the State of Connecticut, as well as the Board of Finance, noting that the Committee still had a lot of work to do before they even got started on the Interrogation Room.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Eight of Forty-Seven Pages**

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle) Cont'd.

When questioned by Town Councilman Ferreira, Rodney Houle stated that the \$27,958.00 was up to code because the Fire Marshal, the Building Inspector, along with Mark Sekorski, had all agreed on what needed to be done to pass all Code Enforcement that the Town of Plymouth had on the books.

Town Councilwoman Murawski stated that Town Councilman Ferreira was talking about what the State of Connecticut required for vaults in towns, not just local Codes.

Rodney Houle stated that he understood that and they had to do this with all public buildings and that would be the next step.

Town Councilwoman Murawski questioned if Mark Sekorski had researched what Municipal vaults needed and were the requirements included in the quotation provided.

Rodney Houle stated that going to the State of Connecticut was the Committee's next step and cited an example of a quotation and the work involved in digging a hole, noting that problems occur with concrete, gas, etc., and that problems happened all the time, no one knew beforehand what the actual amount would be for any project. He further stated that all they could do was move forward the best that they could to meet all compliance standards and that's what they do with every project after receiving the lowest bid possible.

Town Councilwoman Murawski stated that the Council was just asking if this was known, noting that it was an unknown.

Rodney Houle stated, again, that it was the Committee's next step, noting that he had to come to Council first.

Noting that there was a lot of room in the Chief's office, Town Councilwoman Murawski questioned if some of the area could be used for an Evidence Room, noting that the vault was complicated and that there were people in Town Hall using it, i.e., the Town Clerk, etc. She further stated that the Town Clerk had recently gotten a grant for new shelving in the vault.

Chief Krasicky stated that she didn't know where Town Councilwoman Murawski had heard that there was a lot of room in her office because there wasn't, noting that when she first came to Town she was in the back room of her office, which had been considered to be a closet. She further stated that she stayed in that office for six years and when her Administrative Assistant retired she took that space, noting that the new person now sat across the hall in the Police Department area.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Nine of Forty-Seven Pages**

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle) Cont'd.

Chief Krasicky stated that she was always looking for a larger space for meetings, noting that she had to utilize the Senior Lounge, etc., noting that Thomaston Savings Bank was nice enough to donate a table and chairs for the empty space and that had solved the problem she was experiencing meeting with her Staff and outsiders, within her office space. Chief Krasicky stated that there were file cabinets for both current and archived paperwork in her area, as well as the Server for the CAD computer system, which had to be secured. She further stated that there was no spare room in her office area.

Town Councilwoman Murawski stated that if the area were used, there would have to be some construction work done to secure the area.

Chief Krasicky stated that they would still have to walk through her office to get to the back room and welcomed the Council members to tour her office to see what she was talking about. She further stated that there was no spare room and that was why she had brought the State's Attorney to a Council Meeting so that he could explain how the room needed to be set up and secured.

Chief Krasicky stated that her concern was if the room wasn't set up correctly with the correct equipment and recorded properly the case would be thrown out of court and would be lost and that it would be opening up the Town to a multi-million dollar lawsuit and was a major liability. She further stated that her name and her Officer names would not be on that lawsuit because the State's Attorney had explained to the Town what the Town needed to do, noting that it wouldn't be a "if" it was going to happen; it was a "when" was it going to happen situation.

Joseph J. Biernacki, 80 Main Street, Terryville, stated that he had done a 30-year tour with the Plymouth Police Department and was presently a Police Commission member. He further noted that he was present to reinforce what Chief Krasicky and Rodney Houle had previously stated.

Joseph Biernacki stated that he had worked in the Police Department since 1977 and that a lot of time had passed and that a lot of needed manpower had been added to the force. He further stated that now the Town needed to look at space and something that was statutorily required. Joseph Biernacki stated that the Town had to get this type of room for interrogations. Citing a past homicide investigation example that he had participated in, Joseph Biernacki stated that he had taken a video statement and that the State Attorney had noted that the video had made all the difference in the world because it showed the violator confessing on video tape. He further stated that the Town Council had to authorize the Interrogation Room and that he was speaking as a resident of the Town, a past Police Officer and now as a five-year member of the Police Commission. Joseph Biernacki stated that the Interrogation Room was needed now and thanked the Council for their attention.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Ten of Forty-Seven Pages**

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle) Cont'd.

Town Councilman Zagurski stated that there was no sprinkler system in the current vault area.

Rodney Houle stated that one would be added now, noting that they would do whatever the Council wanted.

Town Councilman Zagurski stated that if it could be helped he didn't want the vault to be used because he didn't like the \$20,000.00 figure and now Rodney Houle was talking \$30,000.00, and that he was looking for another avenue.

Rodney Houle questioned if Town Councilman Zagurski had another avenue.

Town Councilman Zagurski stated that he had walked into the Assistant Chief's office and that the Evidence Room located in that space was not very safe and something needed to be done in that room, noting that there were file cabinets stacked on one another.

Rodney Houle stated that was the problem, the Police Department was out of space.

Town Councilman Zagurski questioned if it would be possible to move that stuff into the existing vault and use that space as the Evidence Room.

Rodney Houle stated that wouldn't be possible because they needed more space in the Evidence Room, noting that it was currently overburdened and that it was showing up as the Library on the Floor Plan that he had distributed earlier. He further stated that moving into the vault would also provide more room for the library, as shown in red. Rodney Houle stated that the space shown for the Interrogation Room would be all that they would need, noting that it was a dead wall behind it. He further stated that a Viewing Room would also be needed, in addition to the Interrogation Room.

When questioned by Town Councilman Zagurski, Rodney Houle stated that his Committee, made up of Engineers, as well as the Town Building Inspector, Town Fire Marshal and Mark Sekorski were all in agreement (after touring the entire Police Department) that the area chosen was the best recommendation that they could provide to the Town Council.

Chief Krasicky stated that Room 106 was her Administrative Assistant's Office and to get to that office the violator(s) would have to pass by the Dispatchers who were civilians and that presented a danger to the employees of the Department and that why they were brought through the Sally Port. She further stated that the room was too small, anyway, because there had to be a Viewing Room for safety reason, i.e., if someone started to get crazy, for a lineup if somebody needed to be identified, etc.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Eleven of Forty-Seven Pages**

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle) Cont'd.

When questioned by Town Councilman Zagurski, Rodney Houle stated that even if the Administrative Assistant's office was moved the violator(s) would still be going by civilians.

Town Councilman Zagurski stated that a door could be installed in the cell area to get into the proposed Interrogation Room.

Chief Krasicky stated that the room was too small and that they would still need to go by prisoners, noting that the violator(s) weren't charged with a crime as yet, and were still considered to be a civilian and should not be going by the cellblock.

When questioned by Town Councilman Zagurski, Chief Krasicky stated that there were two cellblocks for male prisoners and one cellblock for females.

When questioned by Town Councilman Zagurski, Rodney Houle stated that he was presenting the plan this evening and that they had spent a lot of time on it.

Town Councilman Zagurski stated that according to the paperwork the Council received today the plan needed an Architect to design the work and that it was a State requirement.

Rodney Houle stated that he would be going to the State to find out exactly what was needed so that the Committee could proceed forward to get the room finished.

When questioned by Town Councilman Zagurski, Town Councilwoman Schenkel stated that the Council would be authorizing Rodney Houle to start moving forward, not authorizing \$33,000.00 this evening, only the concept.

When questioned by Town Councilwoman Schenkel, Rodney Houle stated that if after all the Committee's due diligence was completed and if the State told him that it would cost an additional \$10,000.00, Rodney Houle noted that he would come before the Council and request more money and that it was the same as every other job that the Committee did. He further stated that primarily, Engineers took care of all this work and that the Town was getting all of the Committee's work for free.

Town Councilman Zagurski stated that he didn't think that \$27,000.00 to \$28,000.00 would handle the cost of an Architect.

When questioned by Town Councilman Foote, Rodney Houle stated that he only had one Contractor come in to bid.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Twelve of Forty-Seven Pages**

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle) Cont'd.

Rodney Houle stated that Mark Sekorski had spent a great amount of time at the Police Department at no charge to the Town. He further stated that the project would be going out for bid and that Mark Sekorski's bid might be the highest received, noting that the project could be bid lower by someone else.

Town Councilman Foote stated that he wasn't disputing the quotation.

Rodney Houle stated that Mark Sekorski had to cover himself and had included everything in the quotation, noting that he had done a great job.

Town Councilman Zagurski stated that he was in agreement with Rodney Houle and that it was a very thorough bid, however he was just trying to see if there was a different route to take to try to save the Town some money.

Town Councilwoman Schenkel stated that since there would be an Architect involved, they could weigh in on this bid proposal.

Rodney Houle stated that there were other departments within the Town Hall that had no space and that was the Committee's next step to ensure that the Town Hall and the Police Department had adequate space and met all State Codes, as well as some roadwork and other items that needed to be done.

Town Councilwoman Schenkel stated that she had faith in the Capital Improvements Committee/Police Department members, and in the reputation of the person who provided the bid so she would make a motion.

Town Councilwoman Schenkel made a motion, seconded by Town Councilman Foote, to proceed forward with the concept pending the State of Connecticut's approval of the concept, not to exceed \$27,958.90.

Discussion:

Town Councilwoman Murawski stated that she wanted to hear from the Town Clerk as to how this might affect her and her office.

Barbara Rockwell, Plymouth Town Clerk, 80 Main Street, stated that the vault in question, downstairs, was a storage vault for everyone in Town Hall. She further stated that she guessed she was the overseer of the vault and that she had received a grant last year for \$15,000.00 to put the shelving in the vault.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Thirteen of Forty-Seven Pages**

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle) Cont'd.

Barbara Rockwell stated that the extra space around the shelving needed to be there because in the long run the shelves could be made to move so there could be more shelving if the Town ever needed more shelf space. She further stated that the space at either end would therefore be necessary. Barbara Rockwell stated that the Town had put shelving in at the far end and that it held the Assessor's and Tax Office information, which included material that had to be kept forever. She further stated that everything was marked up as a records retention type of thing and that the information had to be kept for a certain amount of years and some of it forever and that she didn't understand disrupting all of this at this time. Barbara Rockwell stated that there had to be space somewhere else to use without taking this valuable storage space away from the Town, noting that there were currently offices that had boxes and files that needed to be moved into the downstairs vault so truly the vault could end up being full. She further stated that in the past boxes had been thrown on the floor with cancelled checks scattered and that was why the shelving was put up and placed where they were. Barbara Rockwell stated that if she had known the Committee was thinking about taking the space away she wouldn't have wasted the Historic Preservation money that the Town received with every daily document that she records, along with the normal grant that she receives, noting that was what the \$15,000.00 was for. She further stated that she didn't understand the plan, noting that the State letter outlined the vault statute requirements and that this was just the tip of the iceberg and that she couldn't see how it would cost so little to do.

When questioned by Town Councilwoman Schenkel what Barbara Rockwell's plan was for electronic storage to help alleviate the stress on the vault, Barbara Rockwell stated that she did not have a plan. She further stated that it goes through the State, noting that therefore the State did not have a plan either.

Town Councilwoman Schenkel stated that there were many towns that already had electronic storage, including the City of Bristol and wondered if Barbara Rockwell had considered this method to help alleviate the strain of storing information.

Barbara Rockwell stated that she understood that the information would still have to be turned into a paper copy and stored as paper in a box.

Town Councilwoman Schenkel questioned if Barbara Rockwell were taken into the vault to view it could the Town possibly take up a little of the room for three to five years.

Barbara Rockwell stated that maybe that could be done but she was unable at this time to say yes or no.

Town Councilwoman Schenkel stated that "maybe" was fine.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Fourteen of Forty-Seven Pages**

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle) Cont'd.

Barbara Rockwell stated that right now the talk was “short-term” but once it was put up in five years until the Town Hall expansion came up the wall probably wouldn’t be taken down.

Rodney Houle stated that the possibility existed for the Town to be providing a lot more room to the Town Clerk in five years.

Barbara Rockwell stated that what she had now in the vault and that it would take care of the Town Hall for many, many years to come.

Rodney Houle questioned if the three vaults in the Town Hall were filled to the top.

Rae Ann Walcott, Town Assessor, stated that they were.

Mayor Festa stated that the vaults were specific to the particular department.

Mayor Festa stated that there was one vault in the Assessor’s Office, one vault in the Tax Office and....

Barbara Rockwell stated that Probate’s vault was currently being used as an office and that the vault contained information for the Fire Department and her office, as well. She further stated that she had run out of room in her vault and that once the Probate vault was filled with her excess information...the Town Hall was out of room, everyone was out of room. Barbara Rockwell stated that luckily her want for more storage space was satisfied when Probate had left the building so it didn’t cost the Town anything to move her stuff across the hall. She further stated that now they were talking about making that a storage facility for what was downstairs and there was no way that would work because the Probate vault was at least a quarter of the size of the downstairs vault. Barbara Rockwell stated that the shared vault between the Tax Office and the Assessor’s Office was even smaller than the vault in Probate and they were both out of room, as well, noting that everyone was looking for space and she understood the plight, but that she didn’t feel an Interrogation Room would be appropriate use of space for the downstairs vault.

Barbara Rockwell noted that if the State approved the vault then she wouldn’t worry as much, but she still worried about compromising the integrity of the vault should something happen the Town’s history would be gone, noting that everything the Town was founded on was contained in the upstairs Town Clerk’s vault and the downstairs vault.

Town Councilwoman Schenkel stated that the sprinkler system would help with that worry.

Barbara Rockwell stated that it could.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Fifteen of Forty-Seven Pages**

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle) Cont'd.

Town Councilman Ferreira stated that the only concern he had was with the price, noting that when they had first talked the price was \$28,000.00 and now it was almost \$30,000.00 and wondered where it would go with all the new regulations. He further stated that Mark Sekorski's estimate was very thorough, but who was to say that it wouldn't go up or not.

Town Councilwoman Schenkel stated that everyone was concerned about money and no one wanted to spend anything extra in these hard times or put another burden on the taxpayer. She further stated that this proposal was a State mandate and that she felt it would protect the citizens if a crime was committed against them. Town Councilwoman Schenkel stated that she didn't want to be the one that would have to look in some mother or father's face and have to say that someone got off because the Town didn't want to spend \$27,000.00 on an Interrogation Room and the Town had lost all of the video equipment.

Town Councilwoman Murawski stated that the money was not for an Interrogation Room; it was for the Evidence Room taking it from the vault and...

Town Councilwoman Schenkel stated that it would make the Interrogation Room possible.

Town Councilwoman Murawski stated that maybe there was a less expensive way with less impact on other offices.

Town Councilwoman Schenkel stated that the Council had been beating this horse for two meetings now and that they couldn't even figure out a place to put them.

Town Councilwoman Murawski stated that she had mentioned using part of the Sally Port that was being used for bicycles, motorcycles, ATV's, and things that weren't used very often and that maybe they could be put somewhere else in Town like the old Ambulance building and that could be used, noting that there were other places.

Town Councilman Ferreira stated that his concern wasn't spending the \$27,000.00 he wanted to know what the cost would be and that he was sure there was a way to follow the Code and that he felt Mark Sekorski could look up the Codes for the exact specifications for the vault and Interrogation Room based on the State statutes and the requirements for this. He further stated that he didn't think it was a statute at this time.

Town Councilwoman Murawski stated that only the equipment was required.

Town Councilman Ferreira stated that the work that had been done was incredible; including the layout, noting that he thought it would be awesome.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Sixteen of Forty-Seven Pages**

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle) Cont'd.

Town Councilman Ferreira stated that his concern was the vagueness of the \$20,000.00 figure at the last Council meeting, noting that if it cost \$50,000.00 the Town might still go for it, and that he still wanted to know what the cost would be and not just say it was \$27,900.00 and then down the road....

Town Councilwoman Schenkel stated that the Council had asked for a quotation.

Town Councilman Ferreira stated that pulling on the heartstrings of everyone and saying that someone was going to point a finger at him someday and say "well you know my kid didn't" noting that wasn't what he wanted.

Town Councilwoman Schenkel stated that was really what it was all about.

Town Councilman Ferreira stated that wasn't what it was all about because he was saying that he was for it, he just wanted to know what the cost was.

Town Councilwoman Schenkel stated that the Council got the bid and from what she had understood the Council wanted an estimate and that Rodney Houle came in with an estimate just like he was asked to do and this was a ballpark estimate that wasn't written in stone, and that was what they felt it would take to make this room.

Rodney Houle stated that the new high school had 47 changes because of unforeseen circumstances and that happened on every job. He further stated that the Bonding Package had the bridge coming in at \$1.6 million and a street was \$1.4 was the best estimate they could provide, noting that with the roads the estimates were over as in what they actually came to and sometimes under, noting they were all the best estimates that they had to move forward with. Rodney Houle stated that in his line of work he had never had two jobs the same in the 41 years he had been working and that every job was different. He further stated that the Capital Improvements Committee had been appointed by the Council and that they were doing their best to provide the best estimates before they started, noting that that this amount was nowhere near what they had been spending and saving the Town every day. Rodney Houle stated that he met with the Town Engineer and the Town Foreman two to three times a month to ensure that they were clear on the money in order to save the Town as much money as they could and that was what they were doing with this project, as well. Rodney Houle stated that this was for the betterment of the Town and that was all they were trying to do.

When questioned by Town Councilwoman Murawski about where the funding would come from for the proposal should it go through, Rodney Houle stated from Capital Projects and that it would not be a Special Appropriation.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Seventeen of Forty-Seven Pages**

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle) Cont'd.

Ralph Zovich, 4 Knight Lane, Terryville, Board of Finance Chairman, stated if the Council were to decide to move forward with the proposal, the Board of Finance would need a motion in the form of a Special Appropriation request. He further stated that he could not predict if the Board of Finance would accept or reject the request or where the money would come from. He further stated that when the Board of Finance took the original \$20,000.00 request out of the budget they did not change the mil rate and it would have only affected the mil rate in the hundredths of a digit so the Town was covered if the money were taken out of the General Fund. Ralph Zovich stated that the collection rate would remain at 97 percent and the only thing it would do would be that it would add that amount as a one-time increase to the Capital outlays.

Ralph Zovich stated that every Capital project that he had ever been involved with had a contingency for those unknown factors and that the Council could put a 10% contingency in and make it for \$31,000.00, not to exceed and if they came in under the money would roll back into the General Fund.

Chief Krasicky stated that she did not know where Town Councilwoman Murawski was getting her information from, however the Sally Port did not have a motorcycles, bicycles, atv's etc. in it and that it was seriously bogus information that was not true. She further stated that the Sally Port was used for what it was designed for, bring a vehicle in with prisoners, the door goes up and then it goes down and reduces the risk of a prisoner trying to escape.

When questioned by Town Councilwoman Murawski if there was anything being stored in the Sally Port, Chief Krasicky stated that Assistant Chief Dabbo and Detective Wright had built (on their own time) cabinet doors on the side of the Sally Port to secure evidence that could not fit in the Evidence Room.

Chief Krasicky stated that if any Council members had questions about what the Police Department's property was being used for they should ask her directly and don't listen to people who provide information that makes them think differently when it wasn't the case with what was going on.

Citing Mark Sekorski's estimate, Town Councilwoman Murawski questioned if Mark Sekorski had provided an estimate to change it all back in three to five years.

Rodney Houle stated that the area would be larger not smaller and that the Police might not even be in the building in three to five years; it would depend on what avenue the Town went with. He further stated that maybe in a new building there would be a bigger vault and that the plan was to add a lot more, including extra room for future growth so that the Town doesn't run into this space problem again in five years.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Eighteen of Forty-Seven Pages**

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle) Cont'd.

Rodney Houle stated that everyone's needs would be satisfied and that they would have more space than what they actually needed, again, for future growth.

Rodney Houle stated that the Townspeople would have to vote for it and that he felt everyone would be more than satisfied. Rodney Houle stated that he wanted everyone to be satisfied and that he did not want to hurt anyone in this meeting, he wanted to help everyone and that the Committee would be examining what to do with the Town Hall building in the next month.

Rodney Houle stated that they would also be examining what to do with the Police Station, the Fire Stations, and the empty school buildings, as well, noting that everything was too small.

Town Councilwoman Murawski stated that there was no doubt about everything being too small in her mind, but she just wondered if a cost had been discussed to put everything back the way it was prior to the building of the Interrogation Room.

Rodney Houle stated that once it was built there would be no need to take it back to the way it was to begin with and that they were just trying to meet the need, comply with the Codes and do it all before January 1, 2014.

Town Councilman Ferreira stated that he would Town Councilwoman Schenkel to add to her motion "not to exceed a 10% cap onto the \$27,958.90 figure.

Town Councilwoman Schenkel rescinded her motion and Town Councilman Foote rescinded his second to Town Councilwoman Schenkel's motion.

Town Councilwoman Schenkel made a motion, seconded by Town Councilman Foote, to proceed forward with the concept, pending the State of Connecticut's approval, for the concept, not to exceed 10% of the current bid of \$27,958.90, as presented this evening.

Discussion:

Town Councilwoman Murawski stated that she was confused because the motion said "concept" but then was giving a dollar amount, it was the money and questioned if the Capital Improvements Committee had to come back to the Council.

Town Councilwoman Schenkel stated that she wanted the Capital Improvements Committee to come back before the Council pending what the State of Connecticut had to say on whether or not the Town would be allowed to do this.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Nineteen of Forty-Seven Pages**

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle) Cont'd.

Melanie Church, 328 Main Street, Terryville, stated that instead of all the time taking extra money at the end of the year when it comes to different departments and money is leftover and then people rush to spend it and it's transferred from here to there so why don't we try something different this year, right at the beginning, why not look at the vehicles that we have, what's the mileage on those and instead of adding two vehicles turn around and maybe only add one and stay within the budget that was offered and take \$30,000.00 from the police cruisers and only get one and take the other \$30,000.00 and if you want to do this project do this project out of there and then still you are leaving the budget exactly the way it is. Melanie Church stated that within a department you can transfer to another within that department and now our cars are under the Capital Improvements under the Capitals so take that one car and don't buy it this year, use that \$30,000.00 instead of adding any more and it will show that what you bring forward in a budget you are leaving instead of right after a budget again this year you're looking to add more money. Melanie Church stated where was the validity when people were voting for a budget when it was all Town Special Appropriations.

Pattie DeHuff, 20 Lynn Avenue, Terryville, stated that she wanted to thank the Council tonight because they really showed a fine display on how the Council should debate any issue that came before them. She further stated that Town Councilwoman Murawski had done a terrific job. Pattie DeHuff stated that she understood Town Councilman Ferreira's concerns about the finances and she was glad that he had spoken up about it and that she respected what he had done in his questioning. She further stated that she appreciated Town Councilwoman Schenkel's willingness to proceed with caution. Pattie DeHuff stated that from the comments made by the Town Council this evening, the issue had come up during the budget and it was removed and that because they didn't have enough information last month they didn't go with it. She further stated that now they had a lot more, a significant amount more of information that they had to make a decision from. Pattie DeHuff stated that the Council still felt a certain amount of insecurity because the proposal had not been taken to the State level and that they were basically being asked to write a blank check. She further stated that the Council was feeling that the Police should probably have an Interrogation Room, noting that she couldn't speak to the question because she hadn't studied the issue. Pattie DeHuff stated that this was not the first time in the Town's history when the Council had been presented with an idea with a dollar amount attached to it, citing the big road Capital Project that had failed because of the lack of specificity. She further stated the Council did not have enough specificity this month to feel comfortable enough to make a decision and recommended that the Council send Rodney Houle to the State level to find out what would be needed by the State, noting that was the missing element. Pattie DeHuff stated that she was asking the Council to hold off on their vote or at least amend the motion so that a dollar amount wasn't provided, noting that it had increased almost \$10,000.00 in a month's time.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Twenty of Forty-Seven Pages**

To Review/Discuss and Take Action, As May Be Necessary, on the Interrogation Room, as Presented by Capital Improvements Committee (Rodney Houle) Cont'd.

Pattie DeHuff stated that she wanted to give a word of caution to the Council, noting it was nothing against the person that had provided the bid, but to be careful that there was no, as Sarah Palin would say, "Crony Capitalism."

Joseph Biernacki stated that the last speaker had said that "they probably need this room", noting that was incorrect and that from the information that he had statutorily the Town had to have it by January 1, 2014, and that he would ask the Chief to come up to the podium and confirm what he had just stated.

Linda Kazmierski, 20 Joseph Street, Terryville, stated that she was for a brand new Police Department and that the Town should have had one a long time ago. She further stated that in 1979 and 1980, when Jimmy Carter was President, she had worked in the Police Department as a Dispatcher and that it was crowded back then.

Linda Kazmierski stated that prisoners were brought by her in handcuffs yelling, screaming and spitting and noted that the Council had better do something sooner than later about the lack of space.

Linda Kazmierski stated that she didn't want to see her taxes go up, but the Town really needed more space and wanted the Council to get off the pot and do something about the outdated Police Department.

Citing the Library roof, Linda Kazmierski stated that putting the necessary work off cost the Town \$90,000.00 instead of \$20,000.00 and asked the Council to make up their minds, noting that we weren't living in the 40's and 50's anymore.

Linda Kazmierski stated that she was speaking as a taxpayer on Social Security now, but that the Police Department was outdated and requested that the Council do something other than just sitting there and saying that it was too much.

Linda Kazmierski stated that she was sorry if she sounded like Melanie Church, but this was getting ridiculous and that she had worked in the Police Department and wanted the Council do something, now.

Vote: Town Councilman Ferreira/yes; Town Councilman Foote/yes; Town Councilwoman Murawski/no; Town Councilwoman Schenkel/yes; Town Councilman Zagurski/yes; motion passed.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Twenty-One of Forty-Seven Pages**

To Discuss and Take Action, As May Be Necessary, on the Final Report of the North Street Reservoir Ad Hoc Committee (John Wunsch)

John Wunsch, Chairman, North Street Reservoir Ad Hoc Committee (NSRAHC) stated that he wanted to thank the NSRAHC members, noting that they had started out with 17 people and that they all had different thoughts, ideas, philosophies and had made it all come together over the months that they had met. He further stated that what they had done, they had done well.

Chairman Wunsch stated that the NSRAHC's charge had been to develop appropriate recreational activities, as well as rules and procedures, for use of the Reservoir.

Chairman Wunsch stated that the Council members had received a copy of the NSRAHC's Final Report and that whoever became the overseers of the property (Public Works/Park & Recreation) would take what the NSRAHC had compiled and hopefully, would put it to good use.

Town Councilman Zagurski stated that the NSRAHC did a really diligent job of putting all of the information together and that the Council really appreciated their efforts. He further stated that just reading through the document showed all the effort, noting that the NSRAHC wanted fishing to be allowed on the property right away.

Town Councilman Zagurski questioned the Mayor if the property would be going to the Park and Recreation Commission and would they create an Ordinance to start this and also questioned Chairman Wunsch if the NSRAHC had drafted an Ordinance.

Chairman Wunsch stated that the NSRAHC had not drafted an Ordinance, however they had given a lot of thought to all possible uses for the property, including bow hunting. He further stated that they didn't make all of the decisions by themselves as a group, noting that they had Allyson Clarke, from the Department of Environmental and Energy Protection (DEEP), who also had worked on the easement come in, as well as the State Fisheries Biologist, and the State Wildlife Biologist. He further stated that Reed Reynolds from the Connecticut Water Company had also come to their meetings, noting that Mr. Reynolds had been in charge of the North Street Reservoir property for a number of years.

Chairman Wunsch stated that the NSRAHC had taken advantage of the expertise and knowledge of as many people as they could in the months that they had available to them as a group and had included their valuable input in the Final Report, as well.

Chairman Wunsch stated that the State Fisheries Biologist had come out with a boat and had shocked the fish in the Reservoir, taking scale samples and were compiling a report on the age of the fish and their recommendations on how the fishing should be set up. He further stated that State Fisheries Biologist was surprised to find out that there were no pickerel or bullheads in the Reservoir water.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Twenty-Two of Forty-Seven Pages**

To Discuss and Take Action, As May Be Necessary, on the Final Report of the North Street Reservoir Ad Hoc Committee (John Wunsch) Cont'd.

Chairman Wunsch stated that they had found a lot of bass that were long and of a small diameters (nothing large), along with a lot of large perch and white perch, but no small one's.

Chairman Wunsch stated that the State used a ratio, noting that at some point in time the Town might want to add baitfish to sustain taking fish out of the Reservoir.

Chairman Wunsch stated that it was recommended that no ice fishing or live bait be allowed at the Reservoir.

Chairman Wunsch stated that the NSRAHC had recommended that hunting not be allowed. He further stated that the Wildlife Biologist had stated that the Town could do a limited amount of bow hunting on the north end of the property, but that would take a Charter change noting that currently the Charter did not allow any hunting on Town property.

Chairman Wunsch stated because this property was also a Conservation area, the Town had to look at minimizing human footprint on the property, but that passive recreation trails and rowboats (no motors) would be allowed.

Chairman Wunsch stated that pretty much anything that the NSRAHC wanted to do on the property would still have to go back to DEEP for approval to amend whatever recommendations the Town submitted.

Chairman Wunsch stated that if the Council wanted the NSRAHC to investigate anything more they would be more than happy to continue working on it.

Town Councilman Zagurski stated that the NSRAHC had already done a thorough investigation noting that he had even read where the Committee would not allow minnows to be used as bait and questioned if the reasoning was because the minnows could escape and populate the Reservoir.

Chairman Wunsch stated that Town Councilman Zagurski was correct in his reasoning and that it would throw the current balance of fish off in the Reservoir.

Chairman Wunsch stated that as an FYI beavers did not like being electro-shocked.

Town Councilwoman Schenkel stated that the NSRAHC had done a phenomenal job, that she was very impressed and congratulated the entire NSRAHC.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Twenty-Three of Forty-Seven Pages**

To Discuss and Take Action, As May Be Necessary, on the Final Report of the North Street Reservoir Ad Hoc Committee (John Wunsch) Cont'd.

Town Councilwoman Murawski stated that as the Liaison for the NSRAHC she wanted to state for the record that the Committee members had done a great job, noting the Management Plan, the history, etc., had been included in the Final Report, and that she hoped the document never get lost.

Town Councilwoman Murawski requested that Chairman Wunsch talk about swimming in the Reservoir, noting that at one time it had been recommended that swimming not be allowed and then later on it changed.

Chairman Wunsch stated that they had received information from the residents living in the area and noted that when the Reservoir was drained (1986) people had stated that there were stumps, wire, etc., and that even the Water Company didn't have this information. He further stated that as a Committee they had first said they didn't want to recommend swimming. Chairman Wunsch stated that when swimming was brought back up it was noted that in the easement it did say that swimming could be considered as a use and that he had sent emails to DEEP. He further stated that he was told there were some State Parks in Connecticut that had a few port-a-potties and "swim at your own risk" notices posted that allowed swimming. Chairman Wunsch stated that it was a liability for the Town and noted that although the Committee would recommend swimming, they felt that further review should be taken. He further stated that using the Regional dive team would be a great no-cost way to find out what was actually under the water and it would also provide a great training avenue for the dive team.

When questioned by Town Councilman Zagurski, Chairman Wunsch stated that the Committee had recommended putting up a gazebo because it would be erected with poles, no foundation necessary and noted that the State would have final say on all of the Committee's recommendations.

Chairman Wunsch stated that the Town had put in for trails, noting that the Committee would be meeting this Thursday for further discussion, and noted that if there were an existing animal trail the State wanted the Town to use that and not cut a new trail.

Town Councilwoman Murawski stated that DEEP had noted that picnic tables would be placed on the property, but any type of roof over the table would have to be open-sided and the number of tables would be very limited.

Chairman Wunsch stated that there was 40 acres of water, 140 acres of woods and that there wasn't a bigger open area on the property so there really wasn't any open space for a lot of tables.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Twenty-Four of Forty-Seven Pages**

To Discuss and Take Action, As May Be Necessary, on the Final Report of the North Street Reservoir Ad Hoc Committee (John Wunsch) Cont'd.

Mayor Festa stated that on behalf of the Council he wanted to thank Chairman Wunsch and his Committee for the marvelous job they had done and that if the Council accepted their report this evening they would be looking forward to meeting with Public Works and Parks and Recreation. He further stated that he would want Chairman Wunsch present if he didn't mind.

Chairman Wunsch stated that he would be happy to be present.

Town Councilwoman Murawski made a motion, seconded by Town Councilwoman Schenkel, to accept the Final Report from the North Street Reservoir Ad Hoc Committee. This motion was approved unanimously.

To Set Date for Public Hearing

Mayor Festa stated that a presentation would have to be made on the NSRAHC's Final Report to the general public, noting that there would be a legal hearing on the issue at a later time, and noted that a Public Hearing date would need to be set on the proposed Final Report.

Town Councilwoman Murawski made a motion to set the August 6, 2013, at 6:00 p.m. (There was no second to this motion).

Town Councilwoman Murawski questioned if next would be acceptable, noting that she would be available for August 6th and that she really wanted to be present for the Public Hearing.

Town Councilwoman Schenkel withdrew her motion.

Town Councilwoman Schenkel made a motion, seconded by Town Councilwoman Murawski, to hold the Public Hearing for the North Street Reservoir Ad Hoc Committee's Final Report presentation on July 30, 2013, at 7:00 p.m., in the Community Room. This motion was approved unanimously.

To Discuss and Take Action, As May Be Necessary, on the Request from Fall Mountain Lake Association Regarding Trelli Property

Mayor Festa called on Don Souza to speak and then noted that he wasn't present for the meeting.

Town Councilman Zagurski stated that other than a map he did not have any information on the agenda item in his packet.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Twenty-Five of Forty-Seven Pages**

To Discuss and Take Action, As May Be Necessary, on the Final Report of the North Street Reservoir Ad Hoc Committee (John Wunsch) Cont'd.

Town Councilwoman Schenkel made a motion, seconded by Town Councilman Ferreira, to table this agenda item. This motion was approved unanimously.

To Take Action, As May Be Necessary, on the Request for Waiver of \$22,000.00 Sidewalk Assessment (H. Borkowski)

Mayor Festa stated that this agenda item had been on the table for a couple of months now and that the request would be to untable the item and provide Mrs. Borkowski direction as to which way she should go with the issue, noting that he would assume it would be back to Planning and Zoning. He further stated that Mrs. Borkowski had asked the Mayor and the Council to assist her with the \$22,000.00 assessment, but it was his understanding that she needed to go back to Planning and Zoning.

Town Councilman Zagurski made a motion, seconded by Town Councilwoman Schenkel, to remove the request for waiver of \$22,000.00 Sidewalk Assessment by Helen Borkowski, off the table. This motion was approved unanimously.

Mayor Festa stated that it was his understanding that some time back there was a subdivision and Mrs. Borkowski had inherited the estate, which had an assessment of \$22,000.00 for sidewalks. He further stated that Mrs. Borkowski had sent correspondence requesting that the Mayor's Office and the Council assist her with the assessment, if possible. Mayor Festa stated that the assessment had to do with the statutory requirements under Planning and Zoning's Rules and Regulations. He further stated that he would recommend that the issue be sent back to Planning and Zoning to resolve the issue.

Town Councilwoman Murawski made a motion, seconded by Town Councilman Foote, to send the Request for Waiver of \$22,000.00 Sidewalk Assessment, made by Helen Borkowski, back to the Planning and Zoning Commission for their review and resolve. This motion was approved unanimously.

To Remove from Table to Review, Discuss, and Take Action, As May Be Necessary, to Establish a Charter Revision Commission

Mayor Festa stated that this item had been on the table for a couple of meetings now. He further stated that he had concerns for a Charter Revision Commission to take up and that the Public Works Advisory Commission had also requested a Charter Revision Commission to allow them to establish themselves as a complete and thorough Commission.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Twenty-Six of Forty-Seven Pages**

To Remove from Table to Review, Discuss, and Take Action, As May Be Necessary, to Establish a Charter Revision Commission Cont'd.

Mayor Festa stated that based on their concerns and recommendations, they were strictly an advisory committee until such time that a Charter Revision Commission established an Ordinance to give them the authority that they were looking for as members of a Commission.

Noting that he had housekeeping concerns with the current Charter, Mayor Festa stated that he had three Chairmen come to him for a Charter change that would allow them to appoint Alternates to their Boards and Commissions, noting that the Town Attorney stated that a Charter change would have to happen first to establish that kind of authority. He further stated that he understood their plight when meetings had to be cancelled because of the lack of members in attendance, noting that an increase in Alternate Members would alleviate the problem.

Town Councilwoman Schenkel made a motion, seconded by Town Councilman Foote, made a motion to remove from the table the need to establish a Charter Revision Commission. This motion was approved unanimously.

Town Councilwoman Murawski stated that she also felt that there was a need for a Charter Revision Commission, noting that it would take some time and that there were a number of items for the Commission to look at. She further stated that the first thing a Charter Revision Commission would do would be to bring their recommendations back to the Council. Town Councilwoman Murawski stated that she did not see this happening before the next election, and questioned what could happen if there were a change in the Mayor's Office and the Council. She further stated that their charges could be changed and there could be (or not) other items that they would want the Commission to look at and that would be months of wasted work. Town Councilwoman Murawski stated that she would recommend that a Charter Revision Commission be established right after the next election, noting that this had happened before whereby Jeannine Jandreau had requested that the Council hold off appointing the Commission because of possible changes after the election. She further stated that this recommendation had been approved so that the people who would be voting on it would be there to talk about what they wanted to have happen. Town Councilwoman Murawski stated that this would be her recommendation and that she would like to see a Commission established in the fall.

Mayor Festa stated that since there was no motion made the Council would go with Town Councilwoman Murawski's recommendation and wait until the November elections.

Cathy Kosak, 201 Harwinton Avenue, Terryville, stated that it seemed to her, and she could be wrong, that when a Charter Revision Commission was established the Council would give them what they wanted them to look at, but they had the authority to look at anything in the Charter.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Twenty-Seven of Forty-Seven Pages**

To Remove from Table to Review, Discuss, and Take Action, As May Be Necessary, to Establish a Charter Revision Commission Cont'd.

Cathy Kosak stated that if there were concerns that someone had that wasn't on the Council they would go to the Public Hearing or approach a member or come to a meeting and they could ask them to look at it. She further stated that delaying it didn't make any sense because the whole Charter could be looked at once the Commission was established.

To Review, Discuss, and Take Action, As May Be Necessary, to Address the Status of Lake Winfield

Mayor Festa stated that he had included the most current information on Lake Winfield in the Council Member's packets.

Mayor Festa stated that this issue went back to Mayor Krampitz's time in office at that at that time she had approached Congressman Christopher Murphy for assistance and monetary contributions. Mayor Festa stated that her request had been for \$2,100,000.00 for dredging the lake. He further stated that many extensive reports had been done on the lake and the surrounding area, noting that if the lake was done then Seymour Road should be taken of, as well, because the two projects impacted each other.

Mayor Festa stated that the work had already begun on Seymour Road and he was worried about waiting two years to start Lake Winfield noting that there would be a serious impact on the work already completed. He further stated that if the Council was interested he could bring back additional information, including the cost of dredging the lake, and what that move would accomplish.

Town Councilwoman Schenkel stated that more information is always a good thing and that it would definitely help the Council members to make a better educated decision as to what to do with Lake Winfield.

Town Councilman Zagurski stated that he agreed with Town Councilwoman Schenkel 100 percent and that more information would be better. He further stated that he would hate to spend \$2,000,000.00 to dredge the lake if it didn't improve the situation, but if experts could come and tell the Council what dredging would do for the lake he would love to hear it.

Town Councilman Ferreira stated that he was in agreement and that Lake Winfield had always been a great recreational area for the Town. He further stated that he runs there, every now and then, and it would be great to see the beach area back to where it was and have another gathering place for the Town residents. Town Councilman Ferreira stated that any further information would be great, including available monies, etc.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Twenty-Eight of Forty-Seven Pages**

To Review, Discuss, and Take Action, As May Be Necessary, to Address the Status of Lake Winfield Cont'd.

Town Councilwoman Murawski stated that she agreed with what had been previously stated.

Referencing the application that went to Congressman Murphy's Office and was included in the Council's packets, Town Councilwoman Murawski stated that Page 31 named the people that would sit on a Committee that would oversee the implementation of a Protection and Management Plan for Lake Winfield, as well as the first steps that should be taken for the Committee, and read the excerpt into the record. She further stated that maybe the NSRAHC would like to oversee this project, as well. Town Councilwoman Murawski stated that maybe, not right now, but at some point the Council might want to look at this.

Linda Kazmierski stated that as a member of the Parks and Recreation Commission had studied the Lake Winfield issue over and over again. She further stated that she was surprised that the Town Council Liaison person didn't bring up the issue to the Parks and Recreation Commission, noting that it would be very costly to dredge the lake and that it would be too much money.

Linda Kazmierski stated that instead of spending the money on the lake the money should be spent on the Police Department, noting that the Town had the new Reservoir coming up and it wouldn't make any sense. She further stated that the Parks and Recreation Commission did not feel it would be feasible to dredge the lake and now the road would mess up the lake again.

Rodney Houle stated that the original Bond Package addressed the Lake Winfield situation and that Seymour Road would help stop what was happening to the Lake. He further stated that should the second Bond Package pass, it would address the lake, noting that if the first Bond Package had passed it would have saved the Town hundreds of thousands of dollars because all of the equipment would have been there for both projects at the same time.

Rodney Houle stated that the current work on Seymour Road would take care of the majority of the problem at Lake Winfield. He further stated that Lake Winfield needed to be taken care of and that it was a beautiful recreational area and that it should be the cream of the crop just like it was in the past.

Rodney Houle stated that each Town Department would be receiving an application for their needs and the Bond Package process would begin all over again. He further stated that the Capital Improvements Committee would address their issues, noting that Lake Winfield was important to the Town.

When questioned by Town Councilman Zagurski, Rodney Houle stated that Fall Mountain and Lake Plymouth used to dredge their lakes, however it was no longer financially feasible.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Twenty-Nine of Forty-Seven Pages**

To Review, Discuss, and Take Action, As May Be Necessary, to Address the Status of Lake Winfield Cont'd.

Rodney Houle stated that Fall Mountain would completely drain their lake and the sediment was the best loam when sand was added to it, however it was no longer profitable or feasible because labor was two-thirds of the cost and that the lakes weren't cleaned yearly anymore. He further stated that most lakes faced the same situation that did not have a flow in/flow out.

Barbara Rockwell stated that the Parks and Recreation Commission would like to see Lake Winfield in use again, noting that it was a beautiful lake and that there was no reason why it couldn't be cleaned up and have that done. She further stated that the Commission had been originally told that sediment was the problem and that the cost would be a million and a half to clean it up, with additional costs added to the figure. Barbara Rockwell stated that she thought that was why Mayor Krampitz had asked for the two and half million and that with the contamination the loam would have to be cleaned up and that was the biggest issue that the Parks and Recreation was aware of. She further stated that the Commission was all for cleaning the lake and had been trying to do that and that it had been put at the bottom of the barrel for the current time because of more important projects, and that she understood the reasoning.

Cathy Kosak stated that she had been a member of the Parks and Recreation Commission for about two and half years. She further stated that she didn't know when it was discussed and she was a little disappointed that this item was on the agenda and the Parks and Recreation Commission wasn't advised. Cathy Kosak stated that the Parks and Recreation Commission had not discussed this item in the past couple of years and maybe opinions would have changed, noting that the makeup of the Commission had changed and they had a new Director and she would have appreciated it if they had been brought into the discussion.

Mayor Festa stated that he apologized if he insulted any Commission, but that the intent was not to bring it up and not inform the Commission, but that it was brought up because it had been a long-standing issue that was on the table. He further stated that the Town had a new Parks and Recreation Director and that he had sat with him to discuss the issue. He further stated that the Director, who was an advocate for the lake, wanted to move the issue forward and the Mayor wanted to see something presented. He further stated that if the Council were in favor of him collecting data he would also be making a presentation to the Parks and Recreation Commission.

Cathy Kosak stated that unfortunately the Commission wasn't having a meeting this month, maybe because of a lack of quorum or something, but it would have been appropriate to bring it up to the Commission and she thought maybe, but she didn't know, maybe the Commission would have been different and would have said yes let's go forward with it and that's what she meant if the Commission had known about it. She further stated that she, herself, would have said yes, go forward with it.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Thirty of Forty-Seven Pages**

To Review, Discuss, and Take Action, As May Be Necessary, to Address the Status of Lake Winfield Cont'd.

Mayor Festa stated that he thought Cathy Kosak had misunderstood him. He further stated that his intention was if the Council was willing to allow him to move forward and collect the data he would have gone to the Commission to make the presentation. Mayor Festa stated that if there was no support from the Council and he had gone to the Parks and Recreation Commission first, it would have all been for naught. He further stated that he was a little bit tired of running around trying to do things for naught especially now that the Town had a Director that was willing to and had done something since his appointment.

Town Councilwoman Schenkel made a motion, seconded by Town Councilwoman Murawski, to authorize the Mayor to gather further information, as needed, for the Lake Winfield remediation. This motion was approved unanimously.

To Review/Discuss and Take Action, As May Be Necessary, on the Employee Handbook

Mayor Festa stated that this agenda item had been on the table, noting that Mr. Bellotti was not present this evening and questioned if the Council wanted to wait until next month when Mr. Bellotti would be present.

Town Councilwoman Schenkel made a motion, seconded by Town Councilwoman Murawski, to leave the agenda item on the table pending Mr. Bellotti's attendance to present. This motion was approved unanimously.

Rae Ann Walcott, Town Assessor, 80 Main Street, Terryville, stated that she wanted to comment on the Handbook and thanked the Council for hearing her.

Rae Ann Walcott stated that the Handbook had taken many years and that Bill Bellotti had put a lot into it and she wanted to thank him. She further stated that she, for one, as a Supervisor felt that the employees needed some kind of direction, other than the Union Contract. Rae Ann Walcott stated that she had a serious problem with the Professional Image Policy on page 22.

Rae Ann Walcott stated that back in 2008 she had first voiced her concern, when the Handbook had first been discussed with the Managers, noting that the section had not changed since that time. Rae Ann Walcott stated that she had a problem with the "no jeans" portion, noting that she couldn't tell everyone how much money and how many clothes she had ruined as the Assessor for the Town, as well as another Town, because at the drop of a dime she might have to go inspect a house. She further stated that if a taxpayer came into her office (especially this month) and said that they had the assessment wrong and she needed to re-inspect, sometimes she has to go right when the person asks.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Thirty-One of Forty-Seven Pages**

**To Review/Discuss and Take Action, As May Be Necessary, on the Employee Handbook
Cont'd.**

Rae Ann Walcott stated that she wears jeans, and typically she wears jeans in the winter, partly because of the issues with the Town Hall's heating/cooling system. She further stated that yesterday it was 84 degrees in the Town Clerk's Office, it was 80 degrees in the Tax Office and it was a comfortable 78 degrees in her office. Rae Ann Walcott stated that in the wintertime the Town Clerk's and the Tax Offices were warm, but in her office she freezes her butt.

Rae Ann Walcott stated that whenever she leaves the Town Hall, as a representative of the Town for a meeting or anything, she dresses the part, but she had ruined many pieces of clothing, noting that just last week she had a big hole in the side of her brand new shirt when she went out on an assessment. She further stated that because the Town does not offer a clothing or cleaning allowance, like they do with Public Works, the upkeep of clothing could be very expensive. Rae Ann Walcott stated that she'd be all for a uniform and that she did not have a problem with khaki capri's in the summer and flannel lined khaki pants in the winter and a polo shirt (or whatever) she has no problem with that, speaking for herself. She further stated that she looked up business casual today and that they were starting to accept nice jeans. Rae Ann Walcott, noting that many of the Council members had been in the Town Hall, and noted that not one of the employees dressed sloppily, inappropriately, so she felt it wasn't sloppy, no holes, tears, or baggie to the knees. She further stated that she realized that new people coming in should be familiar with the dress code. Rae Ann Walcott stated that she would like the Council to revise or remove this section from the Handbook. She further stated that it was said at the Staff Meeting that some people would be exempt from this particular rule, i.e. the Zoning Enforcement Officer and the Building Inspector, and that when she asked about herself she was told that she could keep a change of clothes in the vault and change when she had to go out. Rae Ann Walcott stated that she did not take too kindly to that, but that we could work on it.

Rae Ann Walcott stated that she wanted everyone to think of a word that would pop into everyone's head when she said the word "thong", noting that she polled everyone in the Town Hall and everyone she knew and only one person said "the things with the strap that goes between your toes." She further stated that everyone else said "underwear" and questioned who was the Town to tell her what kind of underwear she could wear of if she had to wear any. Rae Ann Walcott stated that she didn't realize that this was something that the Town could police and questioned if panty lines would be checked.

Mayor Festa stated that years back flip-flops were called thongs.

Rae Ann Walcott stated that she understood that, but things were different and if you asked anyone today the first word that popped into their head would be underwear and she would like to see the term changed.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Thirty-Two of Forty-Seven Pages**

**To Review/Discuss and Take Action, As May Be Necessary, on the Employee Handbook
Cont'd.**

Rae Ann Walcott stated that the whole section was somewhat sexually inappropriate as far as women go, noting that if you read what was not allowed you would see that there wasn't much not allowed for men. Rae Ann Walcott read portions of the section into the record and stated that out of the listing shown 90 percent of it was geared towards women.

Town Councilwoman Schenkel stated that 90 percent of the Town Hall was female employees.

Rae Ann Walcott stated that when it came right down to it didn't Town Councilwoman Schenkel think that it was a little bit sexually oriented towards women and didn't she think something...

Town Councilwoman Schenkel stated that more male limitations could be added, but that in the past when she walked into the Town Hall she had seen beachwear.....

Rae Ann Walcott stated yes, but not on employees.

Town Councilwoman Schenkel stated not on Rae Ann, but she had also seen jogging suits, hoodies, people that looked like they had just rolled out of bed and came to work....

Rae Ann Walcott stated but not here.

Town Councilwoman Schenkel stated yes, she had seen this clothing at Town Hall.

Rae Ann Walcott stated that she couldn't imagine that because she had worked at Town Hall since 2000 and she had never seen anyone that would be considered dressed inappropriately, she really hadn't.

Town Councilwoman Schenkel stated that she must have hit it on a good couple of days.

Rae Ann Walcott stated that she guessed, noting that she may wear a sweatshirt over her clothing in the wintertime because she was cold, but typically she tried to wear a jacket that looked good with the look.

Rae Ann Walcott stated that the paragraph could be rephrased to say, "up to the Mayor's and/or up to HR's discretion and questioned if it had to list specific examples. Rae Ann Walcott questioned if she came to work in an evening gown with an open back did that mean she couldn't work in it. She further stated that maybe it needed to be looked at again and she just wanted to say her concerns.

Mayor Festa thanked Rae Ann Walcott for her comments.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Thirty-Three of Forty-Seven Pages**

**To Review/Discuss and Take Action, As May Be Necessary, on the Employee Handbook
Cont'd.**

Town Councilwoman Murawski thanked Rae Ann Walcott for bringing this section to the Council's attention and noted that they would have time to look it over, thongs and all.

To Discuss Finance Director's Report and Take Action, as May Be Necessary, on Information Systems, Purchasing Policy, Status of Grants

David Bertnagel stated that he was present this evening to provide some overviews on some items during the past fiscal year, as well as future items that the Town was moving towards.

David Bertnagel stated that the Town used to have a contracting service for the Town when it moved to the year 2000, noting that the Town wasn't receiving a lot of training, upgrades or the necessary infrastructure and the Town was at a loss during that period of time.

David Bertnagel stated that last year the Town engaged in a contract with the Board of Education and during that time Richard Trudeau, Technology Director, had improved the systems and moved the Town forward, as a whole, in a year's time. He further stated that he wanted to give kudos to Mr. Trudeau for all of his remarkable work.

David Bertnagel stated that the budget had \$100,000.00 in it for Capital upgrades and that during the course of last year the Town spent approximately \$78,000.00 of those monies on network enhancements and software performances. He further stated that currently the Town was working towards getting the necessary training for personnel and new upgrades to the systems. David Bertnagel stated that they were also looking at establishing a couple of kiosks in the Town Hall for people to come in and use as a self-service station, i.e., to access records, etc., items that were already online, noting it would be for people who did not have computers. He further stated that he estimated that the Town was probably 20 years ahead of where it was last year, technology-wise, and thanked everyone for their support in moving the Town forward.

David Bertnagel stated that the Town was operating on several grants and that his office was overseeing approximately 21 grants, consisting mostly of Capital grants, as well as reimbursable grants.

David Bertnagel stated that he had submitted the paperwork for the work, which had been completed to-date, for the Streetscape, that the finance reports were up to date for this project and that the Town was waiting for reimbursement.

David Bertnagel stated that he and the Mayor had met with the State in Hartford, as well as with the Legislators, regarding the Waterwheel Grant and the actual terms and conditions of the original Waterwheel Grant.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Thirty-Four of Forty-Seven Pages**

To Discuss Finance Director's Report and Take Action, as May Be Necessary, on Information Systems, Purchasing Policy, Status of Grants Cont'd.

David Bertnagel stated that the Office of Policy and Management (OPM) had merged some departments, including the Historic Preservation grants and that the Mayor might be coming back for another Resolution because it was now a different agency with a different legal team and it had a different body of language that would need approving.

David Bertnagel stated that the Town had received a full reimbursement, in late June, for the Burr Road/Harwinton Avenue Grant in the amount of \$250,000.00.

David Bertnagel stated that the Town was currently working on several FEMA Grants, noting that Anthony Lorenzetti had mentioned the Bemis Street item and that they were trying to come up with a resolution for the area between Sherman Lane and the Fish and Game Club. He further stated that they didn't want to spend the money unwisely to fix the road in the area and that they were looking long-term on this item.

David Bertnagel stated that he had met with Dan Murray-Board of Finance, Anthony Orsini-Emergency Management Director and Anthony Lorenzetti-Town Engineer/Director of Public Works, and that through its budget process the Board of Finance had included some dam maintenance and they had examined what was out there and what they would need to do to involve the State with this issue. He further stated that the long-term solution would be some sort of dam repair to the Fish and Game property.

David Bertnagel stated that paperwork had been submitted for FEMA reimbursement for the blizzard that had occurred. He further stated that currently, the Town was waiting for a response for reimbursement for snow removal on the school roofs, noting that the expense to the Town had been approximately \$90,000.00. David Bertnagel stated that it was a 75 percent grant and that the cost incurred, as a result of the blizzard, had been \$330,000.00, including the Contractors that had been brought in and noted that the Town was opened, shortly thereafter.

David Bertnagel stated that 80 percent of the Juvenile Justice Grant for the Police Department had been expended last year and the remainder of those funds would be redistributed in the current fiscal year. He further stated that this was a three-year cycle, that the Town was in compliance with it and that the Town was in its second year with the grant.

David Bertnagel stated that the Interrogation Room had a deadline that required the equipment be installed by January 1st in order to qualify for the grant.

David Bertnagel stated that the Police Department had applied and received a grant for bullet-proof vests with a 50 percent match, noting that the Board of Finance had approved this item in it's budget.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Thirty-Five of Forty-Seven Pages**

To Discuss Finance Director's Report and Take Action, as May Be Necessary, on Information Systems, Purchasing Policy, Status of Grants Cont'd.

David Bertnagel stated that he had received the final check in June for the Todd Line Road Bridge Grant, noting that it was the final closeout and that it went back to 2004/2005, with a lot of follow up by himself and the Mayor. He further stated that firm Resolutions had to be put in place and that they had been able to recreate some of the lost paperwork and that they had ended up receiving \$40,000.00 more than what had been anticipated.

David Bertnagel stated that he would be asking the Board of Finance, at their next month's meeting, to officially close out the fund for the Fall Mountain Project itself because the fund was no longer needed and that all of the projects had been completed.

David Bertnagel stated that the Safe Routes to Schools Project was still ongoing and that the grant was still active.

David Bertnagel stated that the Local Capital Improvement Program (LoCIP) grants were up to date.

David Bertnagel stated that he and Ted Scheidel had worked on the Car Grant last week and that the language had been moving through different departments at the Federal and State levels. He further stated that everything was all set and that the Town was just waiting for the official letter to move forward.

David Bertnagel stated that the Pot Hole Patcher Grant had been executed by the City of Bristol's Grant Administrator and the Bristol Council. He further stated that they had put the Pot Hole Patcher out to bid and the City would be purchasing the item in Bristol. David Bertnagel stated that the Town's match of \$13,000.00 had been paid for and approved last year and that the Town would be sharing the machinery with the City of Bristol and Plainville. He further stated that a schedule would be forthcoming and that everyone would be trained on the machinery.

David Bertnagel stated that the Watershed Grant for the Pequabuck River had been officially approved by the Federal Government and the Town's match was \$33,000.00, along with Bristol and Plainville at \$33,000.00 each, as well. He further stated that it was off and running and that the City of Bristol would be the Administrator of the Grant and the Study would be going out for bid.

David Bertnagel stated that he had met with Michael Santogatta, Business Manager, Board of Education, in regards to the current, ongoing grants for the Board of Education. He further stated that after the Newtown tragedy incident monies/bonding appropriations were approved by the State, by special legislation that allowed for reimbursement for security measures for Boards of Educations that met a certain criteria.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Thirty-Six of Forty-Seven Pages**

To Discuss Finance Director's Report and Take Action, as May Be Necessary, on Information Systems, Purchasing Policy, Status of Grants Cont'd.

David Bertnagel stated that there were some expenditures made by the Board of Education that met the criteria and that the bond application would be submitted shortly to the State for final approval and hopefully they would receive some funds back. He further stated that they would look forward for future monies for the Town.

David Bertnagel stated that the Roof Project for the High School had been closed out (last July) from several years ago and that they were currently working on the Eli Terry Middle School, as well as the Fisher Elementary School, to get them both completed. He further stated that the State was backlogged two years on the audit process and that once everything was said and done the Town would be receiving approximately \$1.6 million dollars back within the next six to ten months, noting that the scope of the project had been very high.

David Bertnagel stated that Human Services had applied for and had received a mini Block Grant for an Assistant position that would be helping with the Community's Elderly needs, noting that the Human Services Commission had endorsed the program and that it would be an added benefit for the Community. He further stated that Abby would have further information on the grant, noting that the parameters of the grant were being discussed. David Bertnagel stated that he would be in favor of contracted services instead of a paid employee, noting that it would be easier to deal with once the grant went away.

David Bertnagel stated that Barbara Rockwell had previously discussed the Town Clerk's grant and that there was one that the Town received each year, with two rounds per year, based upon the Town's population. He further stated that unfortunately, the State of Connecticut had swept a lot of the funds that had been earmarked for these programs and now it was taken out of the General Fund.

David Bertnagel stated that the Police Training Grant had been applied for again and that approximately \$1,200.00 would be received on that, noting that the Town received 10 cents per capita for the training of the Dispatchers.

David Bertnagel stated that the Fire Marshal had received a minor Foundation Grant for \$200.00, which would provide them with an additional camera.

David Bertnagel stated that the Library Code Grant was still open and that he and the Administrative Assistant had filed the paperwork, noting that this grant went back to 2006 and that the paperwork had never been submitted to the State of Connecticut. He further stated that at the time they had installed some fire code upgrades to the Library and that the Town was now waiting for approximately \$16,000.00 in reimbursements for this particular piece.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Thirty-Seven of Forty-Seven Pages**

To Discuss Finance Director's Report and Take Action, as May Be Necessary, on Information Systems, Purchasing Policy, Status of Grants Cont'd.

David Bertnagel stated that the Town had a Bus Grant approved for approximately \$15,000.00, which Ted Scheidel had applied for the past several years, and that it would help offset the General Funds cost for the Dial-a-Ride Program moving forward.

David Bertnagel stated that the Town had a lot of positive things going, noting that they all required a lot of work, a lot of follow up and that he was keeping track of all of it.

David Bertnagel stated that the Town had approximately 30 other grants, with paperwork through the Assessor's Office and other departments, noting that were statutory grants, which required the Town to meet compliance things such as providing the necessary paperwork, etc.

Town Councilwoman Murawski questioned if David Bertnagel had a Gantt Chart.

David Bertnagel stated that he was formatting a chart so that he could provide the Council with regular updates on a quarterly update, noting that this would help any grant from getting lost through transitions.

Town Councilman Zagurski questioned if there were any grant monies left for the Streetscape and questioned what the approach was to procure additional grants to do more Streetscape work.

David Bertnagel stated that there was approximately \$45,000.00 left in grant money for the Streetscape Project in the STEAP funds, noting that this money might be earmarked for necessary Change Orders for the existing project and that he wanted to make sure they were completely closed out before it was put to bed.

David Bertnagel stated that there had been several grant applications submitted through the Office Policy and Management (OPM) for the STEAP Program and that 2012 STEAP Grant awards had already been distributed and that the Town had not been a part of that round. He further stated that most of those grants and gone to Emergency Management Communications upgrades for hurricanes, etc., that had occurred.

David Bertnagel stated that the Town had applied for \$500,000.00 (the amount allowed per year) in STEAP money grant, noting that Craig Stevenson, Plymouth's Economic Developer, had been involved with the application for Phase III of the Streetscape. He further stated that the Town would need approximately \$1.5 to \$2 million to finish the work for the entire length and on both sides. David Bertnagel stated that the Town would be going through another application for the 2013 STEAP money and then eventually 2014 STEAP money for the project. He further stated that historically speaking, the Town has received approximately \$150,000.00 with each application.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Thirty-Eight of Forty-Seven Pages**

To Discuss Finance Director's Report and Take Action, as May Be Necessary, on Information Systems, Purchasing Policy, Status of Grants Cont'd.

When questioned by Town Councilman Zagurski, David Bertnagel stated that the Town did not receive any STEAP grants last year, noting that it was given out to towns that had not previously applied for any grants. He further stated that it was a very competitive process with approximately 148 towns involved with the program and noted that it was all bonded money. David Bertnagel stated that there were other sources for money and noted that the Town had applied for a Main Street Grant, as well, and was still waiting to hear back.

Town Councilman Zagurski stated that the newly renovated corner by the Waterwheel was gorgeous, however he had expected sidewalks in front of the Waterwheel, which would have come from the grant money.

David Bertnagel stated that he believed that the Waterwheel was still on Phase One of Five. He further stated that BL Companies had to go back to the drawing board because they had made designs based upon false information that they had been given. He further stated that BL Companies thought the Town owned all of the property, or had easements to it, and so their designs had been drawn with that belief in mind. David Bertnagel stated that a Change Order was done and they redrew the designs for the different phases. He further stated that the big issue was by the bridge and the Contractor had to make sure they were in compliance so they wouldn't dig up the State's work on the deeper SNET pockets in that area.

David Bertnagel stated that if the funding became available for Phase II, as the Town believed it would, it would be used for the area directly in front of the Waterwheel.

Town Councilman Foote stated that his understanding was that the sidewalks would go as far as the BJ Tool Company and the brickwork would be matched with the downtown Streetscape.

David Bertnagel stated that there was a lot of Community rumor, gossip and innuendos saying that certain purchasing policies weren't being followed; advertisements weren't being made in the newspaper, etc. He further stated that in the Charter there was a section that outlined the purchasing requirements, noting that anything that cost from \$5,000 to \$10,000 would be a three quotation process and anything over \$10,000 needed to be competitively advertised. David Bertnagel stated that it didn't name what the purchases would be and that was where the Council would come in.

David Bertnagel stated that he had been discussing this for months with Town Councilman Zagurski in order to come up with some sort of a policy or guideline, noting that when he first came to work for the Town a purchasing policy did not exist in his office other than a rubber stamp with someone's name on it with no knowledge by officials.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Thirty-Nine of Forty-Seven Pages**

To Discuss Finance Director's Report and Take Action, as May Be Necessary, on Information Systems, Purchasing Policy, Status of Grants Cont'd.

David Bertnagel stated each department had their own policy and he had to get a legal opinion for the Town Attorney saying that they had to follow bidding requirements. He further stated that there had been Administrative decisions/change orders that had been made up to hundreds of thousands of dollars with no direction involved.

David Bertnagel stated that they looked at a variety of options, with the Charter guidelines, and distributed copies for review and ideas, of a draft for a Purchasing Ordinance for the Town. He further stated that the Council could have a couple of workshops to discuss it and then adopt a formal purchasing guideline and policy.

David Bertnagel stated that there were 87 pages so far and noted that it would need to be formalized. He further stated that any suggestions would be greatly appreciated.

David Bertnagel stated that the Council was the official body that approved the purchasing regulations of the Town, by Charter; this would be their working document.

Town Councilman Zagurski thanked David Bertnagel for the work that he had provided for this document.

Town Councilman Zagurski requested David Bertnagel's opinion on creating an Ordinance for the Human Resource Director, noting that currently he did not see any place where he was covered under the Charter or any Ordinance.

David Bertnagel stated that it was a very good idea in one regard because it was not specified in the Charter or the Town's Ordinances. He further stated that in 2003/2004 there was a position added by the Board of Finance into the budget and that the job description for a Human Resource Director/Manager came forward after the fact.

David Bertnagel stated that it would be a good thing to add noting that it would secure and define the roles and responsibilities for that position and what limits there would be. He further stated that currently, the position worked under the direction of the Mayor, but had no authority per se because it had no given tasks by Ordinance or any rules or regulations.

David Bertnagel stated that by creating an Ordinance the Council would be creating the Office and they would have to come up with guidelines such as who would the Council want that person to report to, his role and responsibilities, etc. He further stated that the salary, the work, the work hours would all have to be set, as well, and that it had been an issue for the past several years.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Forty of Forty-Seven Pages**

To Discuss Finance Director's Report and Take Action, as May Be Necessary, on Information Systems, Purchasing Policy, Status of Grants Cont'd.

Town Councilman Zagurski questioned if the Town had wi-fi, whereby people could access the Town's network.

David Bertnagel stated that the Town did have wireless internet for the building and that the pass code was given to outside vendors that needed to get into the network for various reasons, i.e., when the Auditors need to relay information back to their office, etc.

David Bertnagel stated that he had discussed this issue; at length, with Richard Trudeau and that in the past there had been weaknesses in the security at one point in time. He further stated that Blum Shapiro brought a clean hard look at what the information technology structures and problems were to the Board of Finance, which had opened everyone's eyes up to a lot of avenues that had been closed and that the Town didn't know about and it was taken care of which took a couple of years. David Bertnagel stated that someone could get into the network, itself, but it would have to be through a main computer in the building. He further stated that to do that the person would have to have a personal email account and that there were risks involved and corrections were made. David Bertnagel stated that the Town wanted to refrain from persons using their personal pc's, personal emails, etc., and that at one time the Council had adopted a policy about computer usage in the Town Hall building. He further stated that refraining from using personal pc's was a requirement when the original bonding was approved in year 2000 and that it needed to be looked at and revisited. David Bertnagel stated that through IT, itself, under the policies and procedures that Richard Trudeau had developed, personal computers were not allowed, noting that accessing email, an external function of the system, was allowed and that a proxy needed to be obtained. He further stated that he did not have a problem with this, however usage of personal computers was a problem for him because of Town information and/or data was involved. David Bertnagel stated that he did not believe the Town had any leaks but that he would check into this issue and that as far as he knew there were no personal computers being used and that Richard Trudeau was on top of it. David Bertnagel stated that if it were the Council's will to have him enforce that no personal computers be used or allowed in the Town Hall, he would enforce it.

Town Councilman Zagurski requested that David Bertnagel look up the old policy.

David Bertnagel stated that he would, but he did not think that it covered the technology that was being used today and that it was outdated information. He further stated that there was a section in the Employee Handbook that addressed personal cell phones and things like that that should be addressed as well, noting that data could be accessed through means like these examples. David Bertnagel stated that he would move forward with this and that it was an important issue.

Town Councilman Zagurski thanked David Bertnagel for his assistance with this issue.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Forty-One of Forty-Seven Pages**

Liaison Reports

Town Councilman Zagurski stated that he wanted to thank David Bertnagel and Ted Scheidel for their assistance at the Library, noting that the Library had a broken flag pole (for about eight months) and after he placed a call to David Bertnagel it was repaired within two days with a new pole and a flag waving.

Town Councilman Zagurski stated that the Housing Authority and the Zoning Board of Appeals had not met this month.

Town Councilman Zagurski stated that the Economic Development Commission had met at 5:00 p.m. this month and that he had been unable to attend the meeting at that time.

Town Councilwoman Schenkel stated that she wanted to welcome Chet Scoville as a new member of the Plymouth Police Commission.

Town Councilwoman Schenkel stated that the Human Services Commission was discussing having one or two meetings during the summer months, noting that normally they did not meet during the summertime, but that it would help with the "Back to School Backpack Program."

Town Councilwoman Schenkel stated that the Human Services had received the grant (as previously discussed) and that Abby was very excited about receiving it.

Town Councilwoman Schenkel stated that the Board of Finance was already gearing up for their next audit and were working well together.

Town Councilman Ferreira stated that the Wrestling Team had addressed the Board of Education in order to find a new home for their team due to a loss of a grant and that some exercise equipment would now occupy that area. He further stated that the Board of Education was looking at different options for their new home.

Town Councilman Ferreira stated that the Board of Education had announced the Teacher of the Year as being George Bikakis of Eli Terry Jr. Middle School.

Town Councilman Ferreira stated that Megan Bourn, an eighth grader at Eli Terry Jr. Middle School, had read some poetry, which she had written, for the State's Commission on Children, which expressed her feelings on the Newtown Tragedy. He further stated that it very emotional and touching and that he didn't think there was a dry eye in the house.

Town Councilman Ferreira stated that the National School Lunch Program had been passed again this year.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Forty-Two of Forty-Seven Pages**

Liaison Reports Cont'd.

Town Councilman Ferreira stated that there was two new Teachers appointed; Monica Negron to the position of Spanish Teacher at Eli Terry Jr. Middle School and Kirstin Ondruch to the position of Family & Consumer Science Teacher at the Eli Terry Jr. Middle School.

Town Councilman Ferreira stated that the Security Task Force had met and that they would be bringing final recommendations forward to the Board of Education at their August meeting.

Town Councilman Ferreira stated that the new student representatives for 2013-2014 were announced as being Seniors Jonathan Zalaski and Sazan Dauti and Junior Alexander Belanger.

Town Councilman Ferreira stated that \$230,000.00 was given out at the Annual Scholarship Night to Plymouth students by local organizations and area businesses and that it was awesome.

Town Councilman Ferreira stated that the SmartBus, previously voted on by the Town Council, had been in full operation since March 2013 and that they had two permanent cameras and two temporary cameras, which had been placed on buses.

Town Councilman Ferreira stated that he had met with the Public Works Director, Anthony Lorenzetti and the Highway Superintendent, James Schultz, and that they had reviewed their current work for the Town for the month of June.

Town Councilman Ferreira stated that Public Works had screened millings from the Route 72 Paving Project.

Town Councilman Ferreira stated that Public Works had cleaned out the old Highway Garage in preparation for the demolition and were waiting for the completion of some paperwork.

Town Councilman Ferreira stated that Public Works had traffic control for subcontractors during work on the Bonded Road list.

Town Councilman Ferreira stated that Public Works had performed their normal grass mowing in the Industrial Park, North Reservoir, the Friends of the Library building, the Waterwheel Park and at the Leaf and Brush Facility.

Town Councilman Ferreira stated that Public Works had performed a lot of Hot Patching Potholes.

Town Councilman Ferreira stated that Public Works had repaired some lawns from winter damage.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Forty-Three of Forty-Seven Pages**

Liaison Reports Cont'd.

Town Councilman Ferreira stated that Public Works had repaired a sinkhole next to the catch basin on Lassy Court.

Town Councilman Ferreira stated that Public Works had screened some material at Wolcott Sand and Gravel that had been generated from the Bonded Road Project.

Town Councilman Ferreira stated that Public Works had paved around some new catch basins that had been installed on Preston Road,

Town Councilman Ferreira stated that the Director of Public Works had attended many meetings in the month of June that concerned the following: the Main Street Sewer Extension, met with CT Dismantling (one of the Vendors for the Highway Garage Demolition), GH Kelly (a Vendor for the drainage improvements), met with the Capital Improvements Committee, the Water Pollution Control Authority, attended a meeting for some Dam Coordination, attended a meeting for a State-wide Emergency Management Drill.

Town Councilman Ferreira stated that the Public Works Director had attended a bid opening for the Paving In Place, had attended a bid opening for the Overhead Garage Door for the garage doors, attended an appraisal bid for the Fall Mountain Road Paving, and attended a meeting with bids for FEMA regarding Storm Charlotte Reimbursement Review.

Town Councilwoman Murawski stated that the Water Pollution Control Authority had a hearing on their 2013/2014 Budget and that it had been approved.

Town Councilwoman Murawski stated that as of their June meeting, the Water Pollution Control Authority were still waiting for the DEEP's approval of the Delray Contracting bid for Denitrification and that she hoped they had heard back from DEEP by now.

Town Councilwoman Murawski stated that the Water Pollution Control Authority had approved the extensions as part of the Seymour Road Project.

Town Councilwoman Murawski stated that the Inland-Wetlands Commission had approved plans for a store at the site of the former Eagles Club and that it also had been approved at the Planning and Zoning Commission meeting.

Town Councilwoman Murawski stated that the Planning and Zoning Commission had also approved plans for the Dance Studio at Lot 11 on Lassy Court.

Town Councilwoman Murawski stated that the Planning and Zoning Commission had scheduled a Public Hearing for the Skateboard Park on July 25th.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Forty-Four of Forty-Seven Pages**

Liaison Reports Cont'd.

Town Councilman Foote stated that the Housing Authority had met and that there had been a question on bids for the replacement of 22 trees, noting that bids had been received, but nothing had been done so far.

Town Councilman Foote stated that the Housing Authority had sent out a questionnaire to the residents and had to do with rent levels, notification of work to be done, etc., noting that they wanted more consistency with notifications.

Town Councilman Foote stated that currently there were 11 vacancies and that procedures for unpaid rents vis-a-vis eviction, etc. were discussed.

Town Councilman Foote stated that discussion took place regarding reassessments of physical capabilities should be done for certain tenants, in other words, could they live by themselves.

Town Councilman Foote stated that an update of computers was brought up, but that there was no action taken.

Town Councilman Foote stated that car stickers, parking spaces and reserved spaces for tenants were also discussed.

Town Councilman Foote stated that the Fire Commissioners had noted that the Fire House roof was still leaking.

Town Councilman Foote stated that a fire had occurred on Overlook Terrace and was salvageable.

Town Councilman Foote stated that a fire at the Gentile's Campground had been completely destroyed by a fire.

Town Councilman Foote stated that the pump house down at Iseli Swiss could probably be used by the Town, but the Town would have to take charge of it and it was not known, as yet, if the Town wanted to do this or not.

Town Councilman Foote stated that the Fire Marshal, Charles Doback, had a routine month and had mentioned the same two structure fires.

Town Councilman Foote stated Fire Permits continued to be issued due to the wet weather.

Town Councilman Foote stated that the Fire Marshal was very pleased with press coverage for pictures, etc.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Forty-Five of Forty-Seven Pages**

Liaison Reports Cont'd.

Town Councilman Foote stated that the Fire Marshal had discussed his work with the Town Sanitarian, Susan Simmons, and the Building Inspector, Clarence Atkinson, for blighted properties.

Town Councilman Foote stated that the Fire Marshal's Office had received new software and that it was the same system that the Police Department used and that it was capable of doing much more work than before.

Town Councilman Foote stated that some of the Fire House buildings were in need of repair.

Town Councilman Foote stated that Chief Sekorski had discussed a new pickup truck with his Committee, which had been approved.

Town Councilman Foote stated that the Truck Committee would be attending a New England Equipment Show in the near future.

Town Councilman Foote stated that there had been some questions with hiring a new Assistant Fire Marshal. He further stated that Fire Commissioners Mitchell and Fowler would be meeting, with the Fire Marshal, vis-à-vis the position.

Public Comments

Melanie Church stated that she thought the Council should look at noting that the Town had come to the end of the year on June 30th and she had heard a lot of transferring of monies like salt and sand had extra money and that goes to dump bodies. She further stated that she thought there should be a list of what these transfers were and should be given to the Council because when you come to the end of the year there was excess money and they always find things they need to do and spend the money. Melanie Church stated that she thought that was still the mentality in this Town, which costs the taxpayers.

Melanie Church stated that the Council should ask for a list of Crown Vics and ask what the mileage is on them because she was amazed to hear that some of them had as little as 40,000 to 50,000 miles. She further stated that they used to be Police cruisers and questioned if we need to change Police cruisers as often as we are doing and that right now we probably had eight or nine Crown Vics and that she could probably go through and count and that already some of them were being put over here, the old Detective one was going to the Highway Department and from what she understood we were going to get rid of these, but if they had 40,000, 50,000 or 60,000 miles there was a value to them. Melanie Church stated that somebody out there would pay for them so that was why she was asking the Council to take a look at that and for their own piece of mind and see.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Forty-Six of Forty-Seven Pages**

Public Comments Cont'd.

Melanie Church stated that she had another question that had been boggling her mind and noted that the Town was doing a lot of catch basin tops and that she looks at Route 72 when the State comes in and replaces the catch basins they replace the road and we were not replacing roads but we were replacing all the catch basins and questioned what the actual savings was in doing that. She further stated that on some of the roads she didn't think there was any drainage problems and that these were questions that should be asked because we were using bonding money for some of this and some of our tax dollars to do this. Melanie Church stated that her question was that we were just doing one thing and we might be able to get another two roads done if we weren't putting in all these catch basins. Melanie Church stated that as of three days ago Preston Road were still not packed in because they were washed out during that real heavy rain and that's why she was watching them and she suggested that the Council take a ride and take a look at those and that they were right near Burger Road.

Melanie Church stated that she always wanted to bring up that at the lower part of Preston Road she almost got hit by a tractor trailer truck noting that the lower part that goes across the road across 72 there was a branch of a tree low and a tractor trailer truck was coming up and he came on her side of the road because he couldn't get it because the branch was too low and it would have hit his truck and in the meantime she almost got hit. She further stated that afterwards the truck driver apologized and she wasn't a fast driver, but it scared her and she thought it was something that somebody had actually mentioned because this tractor trailer truck when it came went right over on that side and he told her that if he had hit that it would have shifted his truck so it was a danger thing and maybe we need a process put in that when orders are asked, or people are asking to get this stuff done, whether it be a curbing, and that's another thing she didn't hear tonight.

Melanie Church stated that she didn't hear anything about curbing and there was a lot of curbing missing all over Town if you go by East Church, and that area, so maybe we could get some of this fixed because the curbing was there for a safety and it might sound like she's picking and she really wasn't, it was things there were major concerns and it was things and we can't keep letting go and to deteriorate farther with nobody looking at it.

Melanie Church stated that she was asking the Council to take a ride around East Church and see that all the curbing was gone and that was things that should be done.

Melanie Church stated that on South Main/South Eagle we have a tree company cutting brush well that was what our Public Works does and that money could have been used on another road or on a sidewalk that needs to be done because there's bonding money doesn't mean we have to use it for stuff that we are supposed to be doing ourselves anyway as part of our regular daily routine.

**Plymouth Town Council Regular Meeting
July 9, 2013
Page Forty-Seven of Forty-Seven Pages**

Council Comments

Town Councilman Zagurski stated that he would like to have the proposed Ordinance for the Human Resource Director position added to the August 6, 2013, Town Council Agenda.

He further stated that he would provide the Mayor with a draft copy of the Ordinance prior to the meeting.

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

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

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

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

Adjournment

There being no further business of the Plymouth Town Council, Town Councilwoman Murawski made a motion, seconded by Town Councilman Ferreira, to adjourn at 9:58 p.m. This motion was approved unanimously.

Respectfully Submitted,

Recording Secretary