

**Town of Plymouth**  
**80 Main Street**  
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**Plymouth Town Council**  
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**Minutes**

**July 12, 2022**

**Call to Order:** Mayor Joe Kilduff called the scheduled April 5, 2022, Plymouth Town Council Special meeting to order at 7:00 p.m.

**Roll Call:** Present for the meeting were Town Councilman Nate Brown, Town Councilman Dan Gentile, Mayor Joe Kilduff, Town Councilwoman Roxanne McCann and Town Councilman Ron Tiscia. Excused Absence: Town Councilman Joe Green. Also in attendance were Town Attorney William Hamzy and Director of Public Works Charles Wiegert.

### **Fire Exit Notification**

Mayor Joe Kilduff noted the Fire Exits for the record.

### **Pledge of Allegiance**

Town Councilwoman Roxanne McCann led the Town Council Members and the Public audience in the Pledge of Allegiance.

### **Invocation**

Mayor Joe Kilduff stated “May God Bless the United States, the Town of Plymouth” for the record.

### **Public Comment on Non-Agenda Items**

Melanie Church, 328 Main Street, Terryville, briefly commented on Town Grants.

### **Public Comment on Agenda Items**

No report.

### **Financial Report**

Mayor Joe Kilduff stated the Town Council had been provided with the most recent financials and if anyone had any questions to please contact the Director of Finance or the Mayor’s Office.

### **Mayor’s Report**

Mayor Joe Kilduff briefly reviewed and discussed the following: Audit is in the hands of the Auditors, noting they are doing their final review; Harwinton Avenue Project is nearing completion and should be finished by end of this month.

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**Discuss and take action, as may be necessary, to refund overpayment of Property Taxes to the following: Corelogic \$200.04; Acar Leasing \$861.40; CCAP Auto Lease Ltd. \$147.53; Lori and Scott Wheeler \$84.92; David Dumonski \$ 53.36; Lisa Gracie \$6.75**

Town Councilman Dan Gentile made a motion, seconded by Town Councilman Nate Brown, to approve the refund overpayment of Property Taxes to the following: Corelogic \$200.04; Acar Leasing \$861.40; CCAP Auto Lease Ltd. \$147.53; Lori and Scott Wheeler \$84.92; David Dumonski \$ 53.36; and Lisa Gracie \$6.75. This motion was approved unanimously.

**Resignations/Appointments/Re-Appointments: To accept the resignation of Maureen Cappetto from the Parks and Recreation Commission; to accept the resignation of Dia Fusco from the Plymouth Board of Education; to accept the resignation of John Pajeski from the Real Estate Committee; to appoint Corey Finke to the Conservation Inland-Wetlands Commission as an Alternate member with a term ending date of 9/1/2025; to reappoint Jamie Sykora to the Housing Board of Appeals as a Regular Member with a term ending date of 9/1/2025; to appoint Janet Laviero to the Real Estate Committee**

Town Councilman Dan Gentile made a motion, seconded by Town Councilman Ron Tiscia, to accept the resignation of Maureen Cappetto from the Parks and Recreation Commission. This motion was approved unanimously.

Town Councilman Dan Gentile made a motion, seconded by Town Councilwoman Roxanne McCann, to accept the resignation of Dia Fusco from the Plymouth Board of Education. This motion was approved unanimously.

Town Councilman Dan Gentile made a motion, seconded by Town Councilman Nate Brown, to accept the resignation of John Pajeski from the Real Estate Committee with deep regret.

Discussion: Town Councilman Dan Gentile stated John Pajeski has been on the Town Council for a long time and he has also done a lot of volunteer work for the Town of Plymouth and would be missed.

Vote: This motion was approved unanimously.

Town Councilman Nate Brown made a motion, seconded by Town Councilwoman Roxanne McCann, to appoint Corey Finke to the Conservation Inland-Wetlands Commission as an Alternate member with a term ending date of 9/1/2025. This motion was approved unanimously.

Town Councilwoman Roxanne McCann made a motion, seconded by Town Councilman Dan Gentile, to reappoint Jamie Sykora to the Housing Board of Appeals as a Regular Member with a term ending date of September 1, 2022. This motion was approved unanimously.

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### **Appointments/Reappointments/Resignations Cont'd.**

Town Councilman Dan Gentile made a motion, seconded by Town Councilwoman Roxanne McCann, to appoint Janet Laviero to the Real Estate Committee. This motion was approved unanimously.

### **To discuss and take action on ARPA Ad Hoc Committee and Board of Finance recommendations on proposals from Town of Plymouth Director of Finance, Plymouth Volunteer Ambulance Corps, Plymouth Tax Collector, Modelcraft, Plymouth Food Pantry, Terryville Public Library, Plymouth Assessor GIS Mapping**

Walt Seaman, PVAC Board of Directors Alternate, stated the two LIFEPACK 15's machines are portable and mobile, noting they take blood pressure readings, would be able to tell the oxygen level in blood, would be able to monitor someone's respiration rate, as well as having a built-in AED (defibrillator) and would administer a shock if needed. He further stated these machines are truly a life saving device that will send information to hospitals prior to the ambulance's arrival.

Rich Merlino, Modelcraft, Altair Avenue, stated he was consolidating his two companies to Plymouth, noting this move will bring jobs to the community. Rich Merlino stated his company lost 30% of business during COVID, noting one of their specialties is the manufacture of medical parts which are essential, especially during COVID, and briefly elaborated.

Mayor Joe Kilduff stated in the ARPA funding final rules it is noted that ARPA monies can be given to private organizations, such as Modelcraft, and it should be with organizations that have a high impact due to COVID and manufacturing is one of those companies.

Larry Chiucarello, Plymouth Food Pantry Director, stated they were asking for two grants for the Pantry building infrastructure and for a stand-by generator that would automatically turn on and off if there were a power outage and briefly elaborated. Larry Chiucarello stated the Plymouth Food Pantry is an essential service for the Town and have thousands of pounds of food that is not only for their current patron families but would be offered to the entire Town should times get bad. Larry Chiucarello, stated the Plymouth Food Pantry also needs two freezers, noting the current freezers are very old and briefly elaborated. Larry Chiucarello, stated they want to have the commercial freezers to store food in advance in case of COVID supply lines dry up again, noting stocking up is essential to the Pantry.

Charles Wiegert stated the Terryville Public Library want to add a staircase to go from the upper parking lot to the lower one for the overflow parking lot and the Prospect Street sidewalk has concrete issues. He further stated the handicap route from the upper parking lot to the town sidewalk to the lower lot (going into the building) also has issues with the concrete as well, noting the concrete work would take \$20,000 to repair.

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### **ARPA Ad Hoc Committee and Board of Finance recommendations on proposals Cont'd.**

Charles Wiegert stated the Terryville Public Library wanted to add two small study rooms in the upper level that would be relatively small cubicles to give quiet space and hold small meetings, they would have charging stations and allow people do things without being disruptive to other people in the building and briefly elaborated.

Mayor Joe Kilduff stated Letters of Support were sought out by Gretchen DelCegno, Director of the Terryville Public Library and that he wanted to commend Gretchen for her hard work and advocacy of the library, which is second to none, and this is a project he fully supports.

Mayor Joe Kilduff stated the Tax Office has requested a Tax Collection Drop Box for outside in front of the Town Hall, noting it would have a security camera that would ensure the drop box is monitored at all times and briefly elaborated.

Charles Wiegert stated it would look like the current voting box and would be placed next to it with a full-time camera on both.

Town Councilman Dan Gentile stated he thought it would be confusing for people dropping election ballots, noting he thought it would be a smaller box and briefly elaborated.

Mayor Joe Kilduff stated the Tax Collection Box could be locked during the election season noting it wasn't Sewer Tax Collection during this time period so there wouldn't be any problem.

Mayor Joe Kilduff stated the GIS Mapping request was for the online system to access property cards, noting the current system was antiquated.

Town Attorney Bill Hamzy stated the GIS Mapping is something many towns across the State have undertaken. He further stated that COVID changed people's habits with regard to how research was done with closings and property. Town Attorney Bill Hamzy stated the GIS Mapping system provides incredible information about each particular lot in various cities and towns and briefly elaborated. Town Attorney Bill Hamzy stated that one of the difficulties in Plymouth is there are many ghost lots that are not appropriately identified and, noting this system would go a long way to resolve that issue.

Public Works Director Charles Wiegert stated every Town Department could benefit from the GIS Mapping, noting Public Works uses it daily. He further stated that with overlays you can go back years to show what changes have occurred and that this would tie in with a lot of data that we have and don't utilize. Public Works Director Charles Wiegert stated the GIS Mapping would benefit the Land Use Department, the Assessors, and the Tax Collector and briefly elaborated on what would be done and what it would update.

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**ARPA Ad Hoc Committee and Board of Finance recommendations on proposals Cont'd.**

Town Councilman Dan Gentile stated the GIS Mapping System would help the Real Estate Committee, as well, noting there have maps that were not only confusing but were incorrect.

Public Works Director Charles Wiegert stated this system can identify property that might have been recorded incorrectly and in turn be undertaxed/underassessed and therefore the system could pay for itself over time by catching those errors.

Mayor Joe Kilduff stated he had received a letter from the Municipal Finance Advisory Commission (MFAC), the Commission which the Town has been reporting to since the former Comptroller was arrested for embezzlement, and noted the Town is very close to being released if the next couple of audits are filed appropriately and on time. He further stated the MFAC are majorly concerned about the level of staffing in the Finance Department (an ongoing issue for several Administrations) and he felt it was appropriate at this point to add a part-time Accountant to assist with the ARPA reporting and getting the monthly statements up to date. Mayor Joe Kilduff stated that currently, that is not happening as fast as it should be and the department should be able to provide financials at a moment's notice. He further stated this staff Accountant would work towards that goal and briefly elaborated. Mayor Joe Kilduff stated that next budget season this should be an item for discussion, noting for now this was just a temporary position.

Town Councilman Nate Brown made a motion, seconded by Town Councilman Ron Tiscia, to approve up to \$60,000 of ARPA funding for a Temporary Accountant for the 2022-2023 Fiscal Year. This motion was approved unanimously.

Town Councilman Nate Brown made a motion, seconded by Town Councilman Dan Gentile, to use ARPA funding to purchase two LIFEPAK 15's, preferably refurbished, at the \$9,999 price but up to \$35,000 as a contingency if they are over \$15,000 for each ambulance. This motion was approved unanimously.

Town Councilman Nate Brown made a motion, seconded by Town Councilman Dan Gentile, to allocate up to \$5,000 of ARPA funds to purchase a stand-alone, drive-up Tax Collection Drop Box and security camera. This motion was approved unanimously.

Town Councilman Nate Brown made a motion, seconded by Town Councilman Ron Tiscia, to use ARPA funding to give Modelcraft a grant of \$19,000. This motion was approved unanimously.

Town Councilman Nate Brown made a motion, seconded by Town Councilwoman Roxanne McCann, to allocate up to \$30,000 of ARPA funding for a generator and two freezers for the Plymouth Food Pantry. This motion was approved unanimously.

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### **ARPA Ad Hoc Committee and Board of Finance recommendations on proposals Cont'd.**

Town Councilman Nate Brown made a motion, seconded by Town Councilman Ron Tiscia, to approve up to \$20,000 of ARPA funding for concrete work in, around and behind the Terryville Public Library to improve safety and increase ease of access to the library. This motion was approved unanimously.

Town Councilman Nate Brown made a motion, seconded by Town Councilman Dan Gentile, to allocate up to \$25,000 of ARPA funds for two small study rooms at the Terryville Public Library. This motion was approved unanimously.

Town Councilman Nate Brown made a motion, seconded by Town Councilwoman Roxanne McCann, to allocate up to \$125,000 of the ARPA funds for a GIS mapping system of the Town and the purchase of services and maps of Robert Green and Associates, LLC. This motion was approved unanimously.

Mayor Joe Kilduff stated for the record that ARPA Ad Hoc Committee Member Joe Green had abstained at the ARPA Ad Hoc Committee meeting from the vote on the GIS Mapping System because of a conflict with the company providing the service.

### **To discuss and take action, as may be necessary, on available Town Grants for Community Investment Fund 2030 CIF/July and Small Town Economic Assistance Program STEAP/August and authorize the Mayor to sign and submit Applications/Resolution**

Mayor Joe Kilduff stated this agenda item was just informational in case everyone hadn't heard about it, noting the Town of Plymouth is eligible for this funding.

Vinnie Klimas provided a brief overview of the Community Investment Fund, noting there was \$875 million state-wide dollars available, and that Plymouth would be going after its fair share. He further stated there were three project proposals for the funding as follows: A private developer who currently has \$21.4 million for a housing proposal and the Town would be asking for \$ .7 million on his behalf.

Mayor Joe Kilduff stated the second item would be an Economic Development Plan requesting \$350,000 to fund, design and create a dynamic Economic Investment Plan, noting a lot of people see the Town as a lot of individual pieces but we want one in-depth plan and would hire staff and/or companies that do this work all the time.

Mayor Joe Kilduff stated the third item would be a Public Safety Proposal for \$30 million, as attached, noting the State may fund all three projects.

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**To discuss and take action, as may be necessary, on available Town Grants for Community Investment Fund 2030 CIF/July and Small Town Economic Assistance Program STEAP/August and authorize the Mayor to sign and submit Applications/Resolution Cont'd.**

Mayor Joe Kilduff stated the Economic Development plan is one of the items we need to focus on. He further stated the Town has done a wonderful job with the Business Park but needs to keep moving forward and now our concentration should be on Main Street and briefly elaborated. He further stated it was worth trying and it may fit in perfectly with the realignment of Route 6 and the Austin House demolition.

Vinnie Klimas stated if we don't go after these funds another town will.

**To establish a Community Investment Fund Ad Hoc Committee for the purposes of exploring potential projects that Plymouth may qualify for funding under the Connecticut Statewide Program outlined in Section 32-285a of the Connecticut General Statutes**

Mayor Joe Kilduff stated this program is available to 54 Connecticut Municipalities who are all eligible, and Plymouth is one of them. He further stated we should be quite competitive, noting this Ad Hoc Committee would be bringing ideas to the table and then bringing proposals to the Town Council.

**To appoint William Hamzy, Roxanne McCann, Nathan Brown, Seth Duke and Walter Seaman to the Community Investment Fund Ad Hoc Committee**

Town Councilman Ron Tiscia made a motion, seconded by Town Councilman Dan Gentile, to appoint William Hamzy, Roxanne McCann, Nate Brown, Seth Duke and Walter Seaman to the Community Investment Fund Ad Hoc Committee.

**Discussion:** Mayor Joe Kilduff stated an Economic Development Commission currently exists however he felt we needed a committee that would be dedicated to just the CIF funding.

Town Attorney Bill Hamzy stated if he was appointed this evening to the CIF Ad Hoc Committee it would be in the role as a private citizen, not as the Town Attorney.

Mayor Joe Kilduff stated Bill Hamzy's experience in Town and up at the Legislature would be invaluable to this committee.

Vinnie Klimas stated the first submission to the State for CIF Funding was due July 25, 2022.

Mayor Joe Kilduff stated there would be multiple submission dates, noting this was a five-year revolving calendar, and that he would like to have something ready for July, but November seems more realistic.

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### **To appoint William Hamzy, Roxanne McCann, Nathan Brown, Seth Duke and Walter Seaman to the Community Investment Fund Ad Hoc Committee Cont'd.**

**Vote:** This motion was approved unanimously.

### **American Rescue Plan Discussion**

Mayor Joe Kilduff stated the Water Pollution Control Authority should be coming to the next ARPA Ad Hoc Committee, noting he received their roof proposals.

Mayor Joe Kilduff stated we received quotations for the Town ADA Bathrooms however after speaking to Vinnie Klimas he was told there is another avenue for this project and the Town will pursue it first. He further stated we will circle back if it falls through.

### **Other Business**

Mayor Joe Kilduff stated this was a Special Town Council meeting and the Other Business agenda item was listed in error and would not be discussed.

### **Town Council Liaison Reports**

Town Councilman Ron Tiscia stated he had nothing to report on at this time.

Town Councilwoman Roxanne McCann stated Human Services had conversations with HRA on what they have available for plans and that HRA would be coming to their Human Services Commission meeting to discuss what they do and what they can offer.

Town Councilwoman Roxanne McCann stated we have not received any ARPA requests from Human Services however she does expect something from them to be coming forward in the next few months.



Town Councilwoman Roxanne McCann stated she wanted to remind everyone that the Small Wonders Program was kicking off and if anyone knew of anyone in need of backpacks or school supplies for their children, they should contact the Director of Human Services Carrie Tedd.

Town Councilwoman Roxanne McCann stated the Board of Finance had approved the ARPA Projects that came before the Plymouth Town Council this evening. She further stated Board of Finance had discuss the Motor Vehicle Cap and transferred some line items into the Public Works Department, noting there was no overall dollar amount change, just moving the monies around to pay different items.

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**Town Council Liaison Reports Cont'd.**

Town Councilman Nate Brown stated the Planning and Zoning Commission and the Inland-Wetlands Commission had some simple applications for some local residents.

Town Councilman Dan Gentile stated the Water Pollution Control Authority fees would be going up to \$442.00 per unit.

Town Councilman Dan Gentile stated he had forwarded roof information to the Mayor on behalf of the Water Pollution Control Authority, noting the Water Pollution Control Authority was looking at architectural roofs.

Town Councilman Dan Gentile stated the Water Pollution Control Authority had discussed the City of Bristol Study, noting they needed \$25,000 for the connection to Bristol if the Town looks at going that route. He further stated we would need to know what the cost would be per customer before they say yes.

Town Councilman Dan Gentile stated the Water Pollution Control Authority wanted to express kudos to the Tax Collector Pam Pelletier for doing an excellent job in recovering back Sewer bills.

**Town Council Comments**

Town Councilman Ron Tiscia stated he had no Town Council comments at this time.

Town Councilwoman Roxanne McCann stated regarding the CIF Grant monies, she wanted to say kudos to Vinnie Klimas, noting not only does he write phenomenal grants with attention to the necessary detail, he also pushes everyone even when we want him to back off a little, he's gung ho. She further stated that she wanted to reiterate Vinnie's saying, "someone is going to get that money and it may as well be us" and thanked Vinnie for his hard work and dedication.

Town Councilman Nate Brown stated that he wanted to thank Town Councilwoman Roxanne McCann and Police Chief Karen Krasicky, noting at the last Police Commission meeting they stepped up and were instrumental in getting Police Officers to patrol and set up the “Speeding” signage in the Minor Road/Sawmill Road/North Street/North Harwinton Avenue area. He further stated there have been complaints regarding the speeding traffic and pick-up trucks just flying through this area, and that everyone is pleased with the Police Officer’s presence, noting it has worked.

Town Councilman Dan Gentile stated kudos should be given to Webster Junk Yard for cleaning up their business; noting it was in bad shape previously, and they have done landscaping and mulch, as well as organizing it behind the fencing. He further stated this recognition could come from the Beautification Committee or the Plymouth Town Council.

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**Executive Session to discuss Contract Negotiations**

Town Councilman Nate Brown made a motion, seconded by Town Councilwoman Roxanne McCann, to move into Executive Session at 7:48 p.m., to discuss Contract Negotiations and invite Town Attorney Bill Hamzy, Public Works Director Charles Wiegert, and Environmental Engineer Consultant Maurice Hamel into the Executive Session. This motion was approved unanimously.

Mayor Joe Kilduff called the Plymouth Town Council back into Regular Session at 8:34 p.m.

**Action, as may be necessary, from Executive Session**

Town Councilwoman Roxanne McCann made a motion, seconded by Town Councilman Dan Gentile, to enter into a Contract with Environmental Partners, LLC, as presented in the Contract. This motion was approved unanimously.

**Adjournment**

There being no further business of the Plymouth Town Council, Town Councilman Dan Gentile made a motion, seconded by Town Councilwoman Roxanne McCann, to adjourn at 8:35 p.m. This motion was approved unanimously.

Respectfully Submitted,

Patricia A. Hale  
Recording Secretary