

Town of Plymouth
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Plymouth Town Council
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Minutes

June 19, 2023

Call to Order: Mayor Joe Kilduff called the scheduled June 19, 2023, Plymouth Town Council Special meeting to order at 6:00 p.m.

Roll Call: Present for the meeting were Town Councilman Nate Brown, Town Councilman Dan Gentile, Town Councilman Joe Green, Mayor Joe Kilduff, Town Councilwoman Roxanne McCann and Town Councilman Ron Tiscia. Also in attendance was Town Attorney Bill Hanzy.

Fire Exit Notification

Mayor Joe Kilduff noted the Fire Exits for the record.

Pledge of Allegiance

Mayor Joe Kilduff led the Town Council Members and the Public audience in the Pledge of Allegiance.

Invocation

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

Public Comment on Non-Agenda Items

Cathy Kosak, 201 Harwinton Avenue, Terryville, briefly discussed the condition of her property after the Harwinton Avenue Project was completed, the missing property pin, and requested the Council members drive by to see the condition of the properties.

Melanie Church, 328 Main Street, Terryville, briefly discussed the school going to Referendum, Police Department’s \$600,000 revenue meant to offset it/taxes; number of and upkeep on Police Vehicles; Traffic company in Town; and Prospect Street School no environmental study done-cut our losses.

Public Comment on Agenda Items

No report.

PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
JUN 27 PM 4:16
Roxanne McCann
TOWN CLERK

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Financial Report

Mayor Joe Kilduff stated the Town Council had the most updated Financial Report and if anyone had any questions or concerns to please contact him or the Director of Finance.

Mayor's Report

Mayor Joe Kilduff stated the Audit for FY 22 was issued.

Mayor Joe Kilduff stated Governor Lamont had visited the Plymouth Police Department on May 19th and had been receptive to listening to the Police Department issues. He further stated he was hopeful that at an upcoming Bond Commission meeting, the Town would receive some monies.

Mayor Joe Kilduff stated the CIF Committee continues to work diligently, noting a Walking Tour had taken place on May 19th in an effort to come up with ideas on what the Town can do on Main Street. He further stated the Committee was in the process of fielding RFQ's in order to prepare for the planning stage and to go back for more funds for the future to help develop the Town's downtown area.

Mayor Joe Kilduff stated the PVAC held a picnic for National EMS Week on May 24th and had the New Haven Pizza Truck present for the event. He further stated the PVAC honored Fire Chief Mark Sekorski for their PVAC Proud Award and that it was a wonderful event.

Mayor Joe Kilduff stated the Memorial Day Parade was held on May 29th with the parade ending at Hillside Cemetery. He further stated he had spoken to Keith Golnik about keeping the ending of the parade at Hillside Cemetery, noting it was a nice touch. Mayor Joe Kilduff stated he wanted to thank Keith Golnik and the Cemetery Committee for putting the excellent event together.

Mayor Joe Kilduff stated the ARPA Committee had been very diligent in allocating funding. He further stated the new bipartisan Debt Ceiling Deal had a claw back provision for unspent ARPA fund and so at the recommendation of the NVCOG, the Town of Plymouth would be allocating all remaining funds as quickly as possible.

Mayor Joe Kilduff stated the Public Works Director Search Committee had their first round of interviews and would be moving to the second round soon. He further stated the birth of his son had delayed the second round, but the Committee was hoping to have a permanent Director in place this summer.

Mayor Joe Kilduff stated he, Town Attorney Bill Hamzy, Craig Bothroyd (Owner of the Prospect Street School building) and Craig Bothroyd's Attorney, had met to discuss the progress of the building. He further stated Craig Bothroyd had noted he had every intention of finishing his project and that once work begins the work next year, it would be a very aggressive schedule.

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Mayor's Report Cont'd.

Mayor Joe Kilduff stated he relayed the importance of the project to Craig Bothroyd, noting he was glad he was able to meet with him.

Mayor Joe Kilduff stated after yet another accident on Plymouth Hill (Route 6) he and the Town Council had sent correspondence to the State Department of Transportation requesting assistance with this dangerous stretch of State road. He further stated the correspondence followed the Police Department/Police Commission's assistance request for the same issue. Mayor Joe Kilduff noted the State Department of Transportation had stated they could not put-up guardrails because of the possibility of a vehicle hitting them and then ricocheting back into traffic causing an accident. Mayor Kilduff noted he and State Representative Joe Hoxha had discussion on this issue and that State Representative Joe Hoxha would be speaking to State Representative Henri Martin to see what they could do at the Legislative end to assist the Town with this State road problem. Mayor Joe Kilduff stated people continue to drive recklessly in this area and the Town was doing everything it could for assistance and change.

Mayor Joe Kilduff stated he had sent correspondence to the Contractor for the Harwinton Avenue Project, noting the letter listed a number of items that needed to be corrected in a limited number of days before the Contractor's bond would be pulled. He further stated hopefully the residents in this area will be satisfied and he will have an update at next month's Town Council meeting.

Mayor Joe Kilduff stated the Fire Department held a dedication for their new Tower Fire Truck on June 3rd noting he was unable to attend however, Town Councilwoman Roxanne McCann attended as Acting Mayor. He further stated the Town always wants to do everything it can for our First Responders, noting the wonderful things they do for our community.

Town Councilwoman Roxanne McCann stated it was a very nice ceremony and that it was good to see former Mayor Merchant and former Director of Finance Ann Marie Rheault in attendance, noting they were both instrumental in getting the truck for the Fire Department. She further stated she wanted to thank everyone who came out to the event.

Mayor Joe stated the road paving behind the IGA supermarket had been completed.

Mayor Joe stated Greystone Road would be done later this week.

Mayor Joe stated work will begin in the Shroback, Preston Road, Meghan Boulevard area and then the Allentown Road area. Mayor Joe stated the residents in the Farms area have waited years for paving and were told the next bond project would go to fixing their roads. He further stated the Town would not be bonding any projects but would begin work this year on Mountainview, Oakdale, and Fountainhead, noting not bonding was not an excuse for doing nothing.

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Mayor's Report Cont'd.

Mayor Joe Kilduff stated he had the honor of attending the Terryville High School Class of 2023 Graduation last week, noting although the 2023 Class was heavily affected by the pandemic they came out stronger and well prepared for the next chapter in their lives.

Mayor Joe Kilduff stated he wanted to encourage everyone to attend future graduations, noting it was good to see the outgoing classes and wish them well.

Mayor Joe Kilduff stated the STEAP Contract for the ADA Renovations for the Plymouth Town Hall bathrooms had been approved and that work should be starting in the next couple of months.

Discuss and take action to refund overpayment of Property Taxes to the following: Jonathon Allensworth \$24.38; CCAP Auto Leasing LTD. \$938.22; Mariusz Drewniak \$118.65; Lucille T. Kozikowski \$29.51; Nissan Infiniti LT LLC \$406.20, \$234.29; Kristen M. Stanis \$122.70, \$220.40; Kristen M. Stanis \$122.70, \$220.40

Town Councilman Nate Brown made a motion, seconded by Town Councilman Joe Green, to approve the refund overpayment of Property Taxes to the following: Jonathon Allensworth \$24.38; CCAP Auto Leasing LLC \$938.22; Mariusz Drewniak \$118.65; Lucille T. Kozikowski \$29.51; Nissan Infinity LT LLC \$406.20, \$234.29; and Kristen M. Stanis \$122.70, \$220.40. This motion was approved unanimously. NB Roxanne McCann

Appointments/Reappointments/Resignations

Town Councilman Joe Green made a motion, seconded by Town Councilman Dan Gentile, to appoint the Democratic Town Committee's recommendation of Lisa Courtney to the Library Board of Trustees vacancy of November 7, 2024.

It was noted the correct term ending date would be November 7, 2023.

Town Councilman Joe Green made a motion, seconded by Town Councilman Dan Gentile, to appoint Lisa Courtney to the Library Board of Trustees with a term ending date of November 7, 2023, as amended. This motion was approved unanimously.

To discuss and take action on the proposed Tax Service Agreement (TaxServ Capital Services, LLC)

Tax Collector Pam Pelletier provided a brief overview of TaxServ, noting TaxServ is currently working with 70 Connecticut towns. She further stated TaxServ was more in touch with today's technology than the current tax company the Town utilizes.

Proposed Tax Service Agreement (TaxServ Capital Services, LLC) Cont'd.

Tax Collector Pam Pelletier stated the current company is not as aggressive as she would like, noting TaxServ has a further outreach, different programs and collected approximately three million dollars for the towns they currently serve. She further stated they will begin with the motor vehicle taxes and then personal properties.

Tax Collector Pam Pelletier stated it will be a two-year contract with the option to extend it and briefly elaborated.

When questioned by Town Councilman Dan Gentile, Pam Pelletier stated TaxServ is not like MTS, noting they do not scan but will participate in a Boot Program, and TaxServ is more about collection.

Town Councilman Nate Brown made a motion, seconded by Town Councilwoman Roxanne McCann, to allow the Mayor to sign the proposed TaxServ Capital Services, LLC Agreement. This motion was approved unanimously.

To discuss and take action on CT Titans Lease for Ososki Field

Mayor Joe Kilduff stated the Lease before the Town Council was a short-term Lease, noting the Titan's had utilized Ososki Field last autumn. He further stated the contract could be made again in March 2024 if the Town allows them to use it. Mayor Joe Kilduff stated the proposed schedule was not built into the contract (allowing for flexibility), and Parks and Recreation would be able to use it when they need it, as well.

Town Councilman Joe Green made a motion, seconded by Town Councilman Ron Tiscia, to allow the Mayor to sign the CT Titans Lease for Ososki Field as presented. This motion was approved unanimously.

To discuss and take action on the Board of Public Works recommendation for Bid Openings Policy

Mayor Joe Kilduff stated the Board of Public Works had recommended a Bid Openings Policy, noting there were many Town policies in-place but not written down. Mayor Joe Kilduff stated he had reviewed the policy, noting it was a simple policy and felt it was good to have in place. Mayor Joe Kilduff read the Bid Openings Policy out loud for the Public audience.

Town Councilman Dan Gentile stated he liked it, as well.

Mayor Joe Kilduff recommended adjusting the policy to read "during the normal working hours of the Town Hall", noting the Town Hall hours could always change.

Board of Public Works recommendation for Bid Openings Policy Cont'd.

Town Councilwoman Roxanne McCann made a motion, seconded Town Councilman Nate Brown, to recommend the policy read “during the normal working hours of Town Hall.”

Town Councilman Dan Gentile made a motion, seconded by Town Councilwoman Roxanne McCann, to approve the Public Works Bid Openings Policy to include the wording “during the normal working hours of Town Hall”, as amended. This motion was approved unanimously.

To discuss and take action on Public Works Job Descriptions

Mayor Joe Kilduff stated the Public Works Job Descriptions had already gone through the Board of Public works and the Union for review and approval. Mayor Joe Kilduff stated he wanted to thank Paul Pronovost for his work in drafting the job descriptions.

Mayor Joe Kilduff stated the only correction he wanted to make was the Teamster Local number 677, noting the number had changed to 443 and this would apply for the Maintainer I, Maintainer II, Equipment Operator, Chief Head Mechanic, and Crew Leader.

Mayor Joe Kilduff stated these job descriptions will go on file for the newly created positions.

Town Councilwoman Roxanne McCann made a motion, seconded by Town Councilman Nate Brown, to approve the Public Works Job Descriptions.

Discussion:

When questioned by Town Councilman Joe Green, Mayor Joe Kilduff stated the Staff met the requirements.

Town Councilman Nate Brown made a motion, seconded by Town Councilman Dan Gentile, to approve the Public Works Job Descriptions with the Teamster Local Number being changed from 677 to 443.

Vote:

This motion was approved unanimously.

To discuss and take action on the MOU with the Plymouth Board of Education for shared Technology Services

Mayor Joe Kilduff stated the Plymouth Board of Education made a decision to work with an outside firm for their technology services when their Director of Technology retired.

MOU with the Plymouth Board of Education for shared Technology Services Cont'd.

Mayor Joe Kilduff stated the Plymouth Board of Education's outside technology service firm will work at the Town's request, as well, and that the Town will pay the additional fee which is included in the schedule distributed to the Town Council members in their packets.

Mayor Joe Kilduff stated the outside technology service firm has assigned a permanent staff member with an office at the Plymouth Town Hall and the payment is for that person.

Mayor Joe Kilduff stated the MOU clearly stated the lease for the technology equipment will be paid by the Plymouth Board of Education. He further stated he wanted to thank Town Attorney Bill Hamzy for the suggestion to have that wording put into the MOU.

Town Councilman Joe Green made a motion, seconded by Town Councilman Ron Tiscia, to approve the MOU with the Plymouth Board of Education for shared Technology Services.

Discussion:

When questioned by Town Councilwoman Roxanne McCann, Mayor Joe Kilduff stated the Town of Plymouth will be responsible for the Staff person's salary who will be assigned to the Plymouth Town Hall. He further stated the Plymouth Board of Education has a separate agreement with CSI for their technology services, noting it was a one-year deal that will roll over.

Vote:

This motion was approved unanimously.

To discuss and take action on Lease Agreement with CSI Leasing for Technology Equipment as requested by the Plymouth Board of Education

Mayor Joe Kilduff stated the Plymouth Board of Education had come to him stating they had not been replacing their equipment through the school's system and so to bring it up to today's standard they had looked at leasing options for new equipment and briefly elaborated.

Mayor Joe Kilduff stated this Lease Agreement only pertained to the Plymouth Board of Education however it has to go through the Town of Plymouth and that it will be the sole responsibility of the Plymouth Board of Education.

Town Councilwoman Roxanne McCann made a motion, seconded by Town Councilman Joe Green, to approve the Lease Agreement with CSI Leasing for Technology Equipment as requested by the Plymouth Board of Education. This motion was approved unanimously.

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American Rescue Plan Discussion

Mayor Joe Kilduff stated the ARPA Committee had tried to be very diligent with the funding monies and noted they need to finish their allocations of the remaining funds.

When questioned by Town Councilman Nate Brown, Mayor Joe Kilduff stated there is approximately \$600,000 remaining in ARPA funding monies.

When questioned by Town Councilman Joe Green, Mayor Joe Kilduff stated originally the spending of the ARPA funds was supposed to come to a close at the end of 2024 however the bipartisan claw back has changed that date. He further stated the NVCOG was encouraging its communities to spend the funds as quickly as possible.

Town Councilwoman Roxanne McCann stated she would like to see the projects finalized, noting we need get the final numbers and paperwork finished.

When questioned by Town Councilman Nate Brown, Mayor Joe Kilduff stated the \$600,000 figure will go up once all of the paperwork for the approved projects has been submitted.

Mayor Joe Kilduff stated the ARPA Committee will have to make a decision on what to do with the Police Department's \$166,000 NextGen Project request, noting it was on hold.

Town Councilwoman Roxanne McCann stated the Police Department will need to come to the next ARPA Committee meeting with an update.

Mayor Joe Kilduff stated the Plymouth Food Pantry had submitted their final paperwork, noting they had returned \$600.00 back to the Town.

Mayor Joe Kilduff stated he had discussion with the American Legion Post 20, noting they have until June 29th to submit their final paperwork.

Mayor Joe Kilduff stated the ARPA Committee has a listing of useful Town projects, noting the remaining ARPA funding will not be wasted.

Town Council Liaison Reports

Town Councilman Joe Green stated he had nothing to report at this time.

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

Town Councilwoman Roxanne McCann stated she had nothing to report at this time.

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Town Council Liaison Reports Cont'd.

Town Councilman Nate Brown stated he had nothing to report at this time.

Town Councilman Dan Gentile stated he had nothing to report at this time.

Town Council Comments

Town Councilman Dan Gentile stated he had no Town Council comments at this time.

Town Councilman Nate Brown stated he had no Town Council comments at this time.

Town Councilwoman Roxanne McCann stated she had no Town Council comments at this time.

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

Town Councilman Joe Green stated he had no Town Council comments at this time.

Executive Session to discuss Personnel Separation Agreement and MOU with Teamsters Local #443

Town Councilman Joe Green made a motion, seconded by Town Councilman Ron Tiscia, to move into Executive Session at 6:44 p.m., to discuss Personnel Separation Agreement and MOU with Teamsters Local #443.

Mayor Joe Kilduff invited Town Attorney Bill Hamzy to attend the Executive Session.

Present for the Executive Session were Town Councilman Nate Brown, Town Councilman Dan Gentile, Town Councilman Joe Green, Town Attorney Bill Hamzy, Mayor Joe Kilduff, Town Councilwoman Roxanne McCann and Town Councilman Ron Tiscia.

Mayor Joe Kilduff called the Plymouth Town Council meeting back into Regular Session at 7:05 p.m.

Discuss and take action, as may be necessary, from Executive Session

Town Councilwoman Roxanne McCann made a motion, seconded by Town Councilman Nate Brown, to amend to the contract the Job Description Standby Person on the Public Works Department. This motion was approved unanimously.

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Town Councilwoman Roxanne McCann made a motion, seconded by Town Councilman Joe Green, to approve the Separation Agreement with Officer Reney, subject to approval by the Plymouth Police Union. This motion was approved unanimously.

Adjournment

There being no further business of the Plymouth Town Council, Town Councilwoman Roxanne McCann made a motion, seconded by Town Councilman Dan Gentile, to adjourn at 7:07 p.m. This motion was approved unanimously.

Respectfully Submitted,



Patricia A. Hale
Recording Secretary