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REGULAR MEETING
FEBRUARY 1, 2010

The Wethersfield Town Council held a meeting on Monday, February 1, 2010 at 7:00 p.m. in the Council Chambers, 505 Silas Deane Highway, Wethersfield.

Present: Councilors Drake, Hurley, Kotkin, Manousos, Montinieri, Roberts, Deputy Mayor Console, and Chairperson Hemmann.

Absent: Councilor McAlister

Also present: Jeff Bridges, Town Manager; Mike Turner, Director of Public Works; Peter Gillespie, Town Planner; and Dolores G. Sassano, Town Clerk.

ECONOMIC DEVELOPMENT REPORT

Peter Gillespie, Town Planner, presented the following report:

WELCOME!

- 1025 Silas Deane Highway – Hartford Medical Group – A partial CO was issued for the new construction of this building in the Wethersfield Shopping Center.
- 840 Silas Deane Highway – Former Manny's Auto – A CO was issued for interior improvements for the Centerpoint Community Church to renovate and occupy this space.

RECENT APPROVALS

- 322 Silas Deane Highway – Lifeline Financial – Construction is underway for interior and exterior improvements to convert this building for office use. Façade improvement funds from the EDIC are being used to assist this project.
- 1290 Silas Deane Highway – A building permit has been filed for interior remodeling of the first floor (20,000 s.f.) to accommodate ITT Technical School.
- Wethersfield Shopping Center – A building permit has been filed to renovate and expand space to accommodate the relocation of Once Upon A Child.
- The former Koto Steakhouse at 2138 Berlin Turnpike is being remodeled under new ownership and will reopen as Yuan Asian Bistro.
- Goff Brook Shops – The Farm Fresh produce Market recently closed and will reopen under a new name Fresh Pickings.
- 669D Silas Deane Highway – Working with the owner of a Rocky Hill business Shearz For Kidz as he works on plans to relocate his business to this location.

DEVELOPER/PROPERTY OWNER/REALTOR CONTACT

- Preliminary plans have been submitted to the PZC by a developer interested in developing property on the Berlin Turnpike for a 150 unit apartment complex. A zone change and regulation amendments will be necessary to accommodate this project.

- Consulted with new owner of former Ritz Camera building – 526 Silas Deane Highway and he has submitted an application for a façade improvement loan for this property.
- A façade improvement application has been filed by the owner of the property at 318 Silas Deane Highway and the building that houses Hair Innovators Beauty Salon.
- Toured the Comstock Ferre property and buildings with the owner and realtor to discuss the site's potential.

OTHER NEWS AND INITIATIVES

Economic Development and Improvement Commission

- On Wednesday morning January 13 at 8am in the Council Chambers in Town Hall the EDIC hosted a breakfast meeting with the business community to discuss the creation of a Shop Wethersfield program. Over 50 local businesses expressed an interest in participating in these meetings. The Commission received over 60 suggestions as to how best to move this program forward.
- Presented a summary of this past year's economic development efforts at the Chamber of Commerce's Annual State of the Town Breakfast at the Community Center on January 21 at 7:30 am.

Tourism/ Preserve America

- Preliminary design concepts have been submitted and are being reviewed for the wayfinding signage program. Final design specifications are on hold pending an upcoming meeting with the Connecticut Department of Transportation.
- On behalf of the Wethersfield Historical Society filed an application with the State Commission on Culture and Tourism for approximately \$10,000 to assist us with an advertising campaign that will promote Historic Wethersfield in newspaper inserts in the NY/NJ and Connecticut Metro area.

Councilor Drake asked if the Town had received any numbers regarding taxes and impact on schools for the proposed 150 unit apartment building.

Peter Gillespie, Town Planner, said that he received preliminary numbers but has asked the developer for some changes. When the application goes to the Planning and Zoning Commission the numbers will be finalized.

Councilor Roberts said that she thought the façade money was used up.

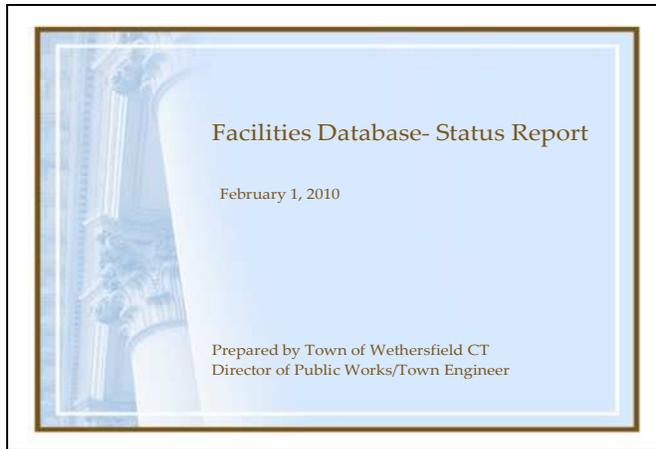
Peter Gillespie, Town Planner, said that the façade money will be used up if the former Ritz Camera and Hair Innovators' applications are approved. He hopes that the Capital Improvement Committee will approve additional funding for the façade grant for next year.

Councilor Manousos said that he would like to have the Economic Development Improvement Committee hold a forum with the business community to solicit ideas on how Wethersfield can attract businesses so that the Town can develop a marketing plan.

FACILITIES DATABASE REPORT

Mike Turner, Director of Public Works, presented the following report:

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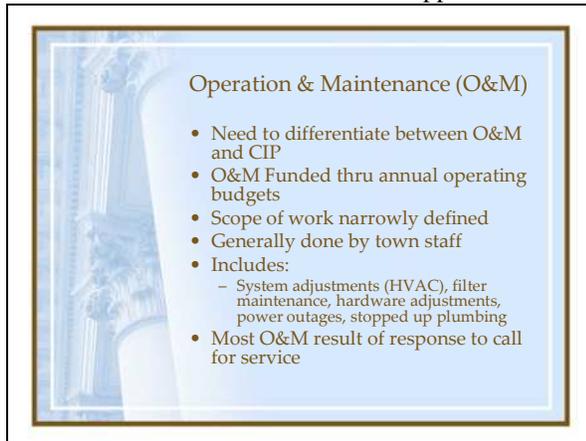


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Slide 3



Operation & Maintenance (O&M)

- Need to differentiate between O&M and CIP
- O&M Funded thru annual operating budgets
- Scope of work narrowly defined
- Generally done by town staff
- Includes:
 - System adjustments (HVAC), filter maintenance, hardware adjustments, power outages, stopped up plumbing
- Most O&M result of response to call for service

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Operation & Maintenance

- Current level of O&M work does not meet all facility needs;
- Therefore... major maintenance program required
- Fix and repair ≠ Maintenance

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Town Council and BOE provided direction to Town Manager and Superintendent of Schools:

- Seek Opportunity for improvement
- Develop a strategic approach
- Staff accountability
- Ensure safety of public & staff
- Promote positive image
- Protect our investment
- Meet new code requirements

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First step- Facility Assessment

- Establish a benchmark
- Primary goal to ensure needs are addressed worst to first basis
- First step was evaluation of each facility
 - 22 town building
 - 8 school buildings
 - 854,420 square feet of building area
 - 15.9 acres of roofs (153 indiv. Roofs)
 - \$11.4 Million asset value – roofs alone!

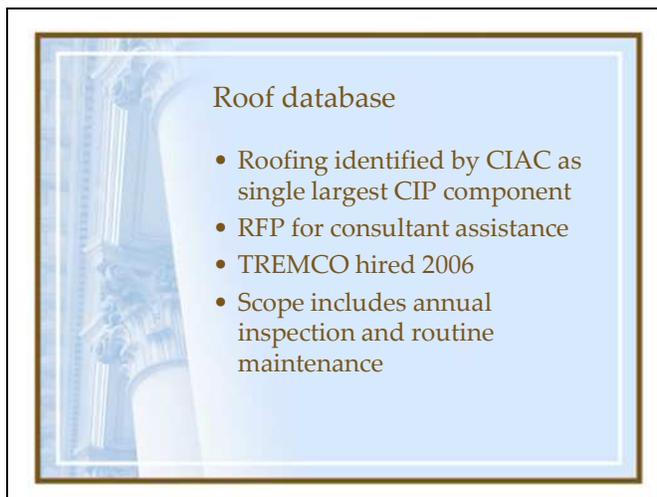
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Evaluating each facility

- Information gathering
 - Prior facility assessments
 - Building permits
 - CIP project history
 - Work order history
 - Risk and safety audits
- Physical inspection jointly by Town Engineer and BOE Supervisor of Maintenance

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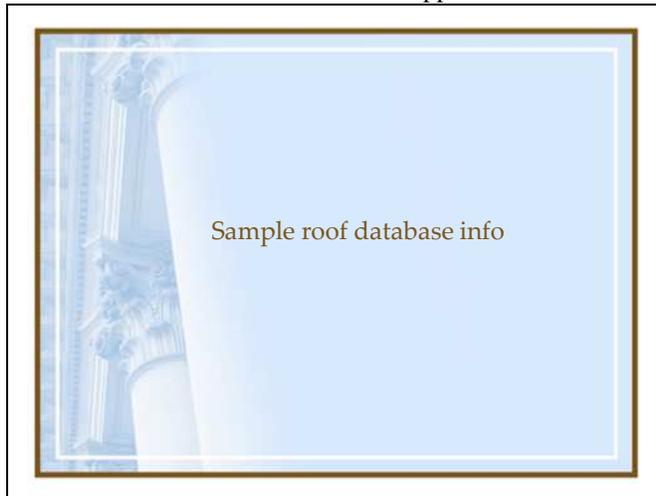


Roof database

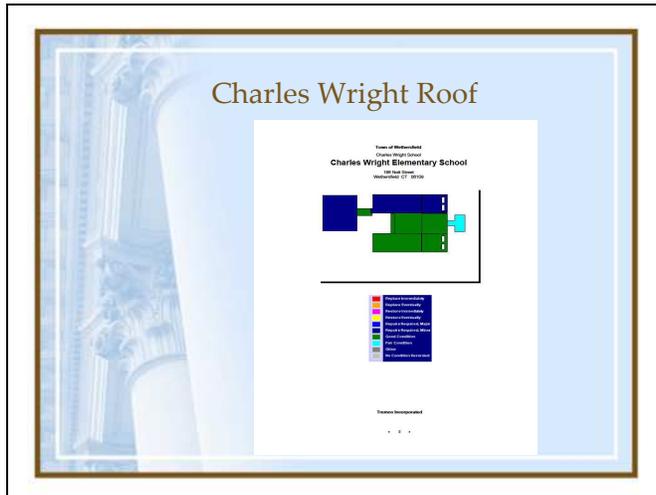
- Roofing identified by CIAC as single largest CIP component
- RFP for consultant assistance
- TREMCO hired 2006
- Scope includes annual inspection and routine maintenance

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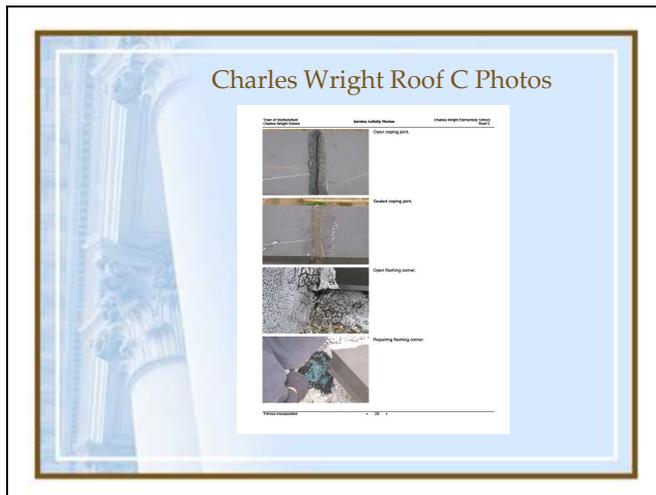
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Slide 10



Slide 11



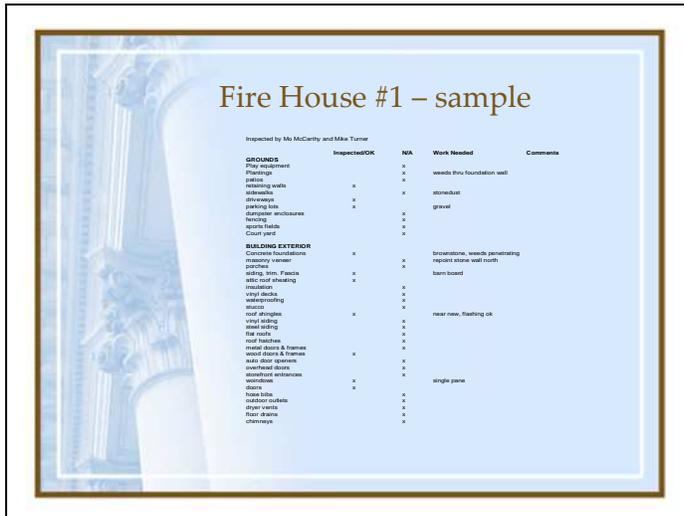
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• Facility Inspection Form

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Fire House #1 – sample

Inspected by Ms. McCarthy and Mike Turner

	Inspected/DK	NA	Work Needed	Comments
GROUNDS				
Play equipment	x			
Playset	x			weeds thru foundation wall
patio		x		
retaining walls	x			
driveway	x			abandoned
parking lot	x			gravel
dumpster enclosures	x			
fencing	x			
storm fields	x			
Court yard	x			
BUILDING EXTERIOR				
Concrete foundations	x			bricks/mortar, weeds penetrating
masonry veneer	x			repair stone wall north
porches	x			
siding, trim, finish	x			burn board
asbc-pool sheathing	x			
insulation	x			
vinyl decks	x			
waterproofing	x			
stucco	x			
roof shingles	x			near new, flashing ok
vinyl siding	x			
steel siding	x			
flat roof	x			
roof rafters & frames	x			
metal doors & frames	x			
wood doors & frames	x			
walk door frames	x			
overhead doors	x			
storefront entrances	x			single pane
woodwork	x			
stairs	x			
hand rails	x			
outside stairs	x			
dryer vents	x			
floor drains	x			
chimeways	x			

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Fire House #1 – sample

	Inspected/DK	NA	Work Needed	Comments
BUILDING INTERIOR				
Doors hardware	x			padlock vs regular hardware
apertures	x			
walls	x			
ceilings	x			bee infestation in past
flooring	x			dirt floor in basement
doorways	x			
ceilings	x			
steam	x			
metal header	x			
hot water tank	x			
ac	x			
electrical	x			
other hvac units	x			
electrical service	x			
electrical panels	x			
emergency generators	x			needed?
fire alarm panels	x			
fire alarm devices	x			none
generator systems	x			
backflow device	x			
sanatorium	x			
phone system	x			need phone for emergency
ada	x			
KNOWN CIP PROJECTS				
				replace windows
				electrical service upgrade
				broken shutter on side
				rot side entrance
				safety lighting

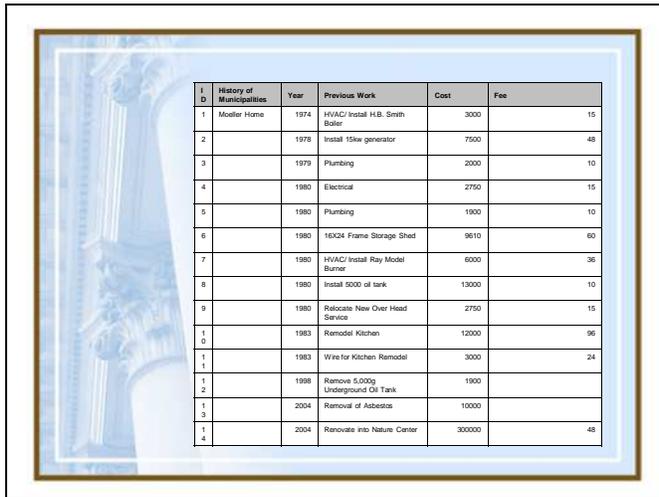
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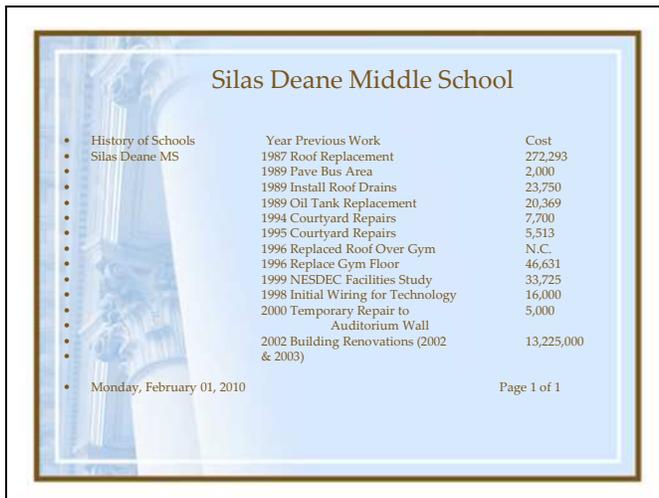
• Sample database reports

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ID	History of Municipalities	Year	Previous Work	Cost	Fee
1	Mooler Home	1974	HVAC/ Install H.B. Smith Boiler	3000	15
2		1978	Install 15kw generator	7500	48
3		1979	Plumbing	2000	10
4		1980	Electrical	2750	15
5		1980	Plumbing	1900	10
6		1980	16X24 Frame Storage Shed	9610	60
7		1980	HVAC/ Install Ray Model Burner	6000	36
8		1980	Install 5000 gal tank	13000	10
9		1980	Relocate New Over Head Service	2750	15
10		1983	Remodel Kitchen	12000	96
11		1983	Wire for Kitchen Remodel	3000	24
12		1998	Remove 5,000g Underground Oil Tank	1900	
13		2004	Removal of Asbestos	10000	
14		2004	Renovise into Nature Center	300000	48

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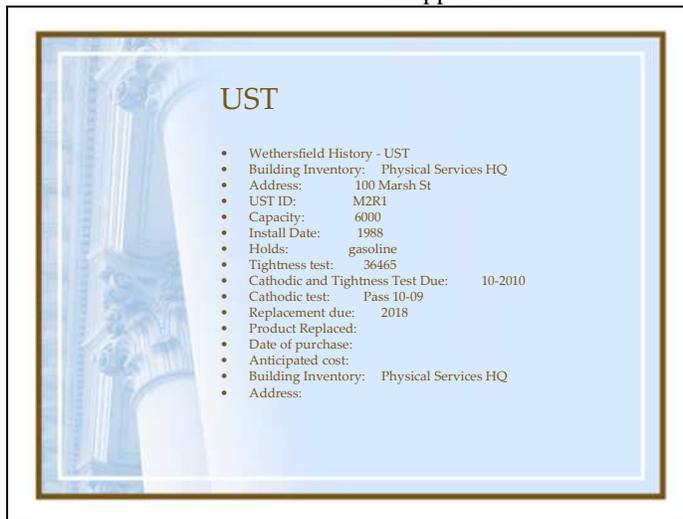
Silas Deane Middle School

- History of Schools
- Silas Deane MS
- 1987 Roof Replacement 272,293
- 1989 Pave Bus Area 2,000
- 1989 Install Roof Drains 23,750
- 1989 Oil Tank Replacement 20,369
- 1994 Courtyard Repairs 7,700
- 1995 Courtyard Repairs 5,513
- 1996 Replaced Roof Over Gym N.C.
- 1996 Replace Gym Floor 46,631
- 1999 NESDEC Facilities Study 33,725
- 1998 Initial Wiring for Technology 16,000
- 2000 Temporary Repair to Auditorium Wall 5,000
- 2002 Building Renovations (2002 & 2003) 13,225,000
- Monday, February 01, 2010

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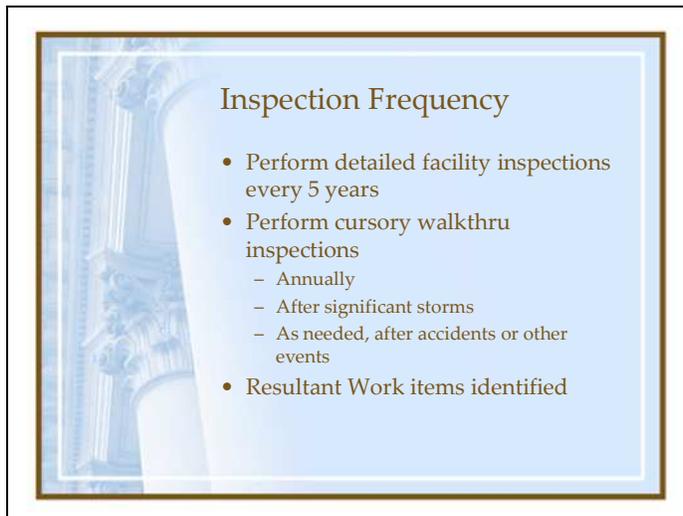
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UST

- Wethersfield History - UST
- Building Inventory: Physical Services HQ
- Address: 100 Marsh St
- UST ID: M2R1
- Capacity: 6000
- Install Date: 1988
- Holds: gasoline
- Tightness test: 36465
- Cathodic and Tightness Test Due: 10-2010
- Cathodic test: Pass 10-09
- Replacement due: 2018
- Product Replaced:
- Date of purchase:
- Anticipated cost:
- Building Inventory: Physical Services HQ
- Address:

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Inspection Frequency

- Perform detailed facility inspections every 5 years
- Perform cursory walkthru inspections
 - Annually
 - After significant storms
 - As needed, after accidents or other events
- Resultant Work items identified

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Prioritize Work Items

- Priority by importance
- Immediate action
- 2-5 years
- 5-10 years

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Continuing the Process

Integration with:

- Viewpoint building permit software
- ESRI- GIS software
- Access database for work orders

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What the future holds:

- Life cycle replacements
- Web based data availability
- Smoother CIP budgets
- Opportunities for cost savings

Slide 26

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Opportunity

- Failure to take care of facilitates as they are used and as they age will result in accelerated deterioration
 - Pay now or pay more later
- Strategic approach
 - Bonding vs. annual CIP

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Benefits

- **Staff Accountability**
 - Protect taxpayer investments
 - Maximize life of facilities
 - Avoid need for replacement
- **Public safety/Quality of Life**
 - Ensure public and staff are safe
 - Promote positive neighborhood image

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Questions and Comments

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The End

Councilor Kotkin thanked the Director of Public Works for completing this report. It provides great information and will help in the long term planning of the Town. Last year, the Town Council gave a bid waiver to Tremco but said that it wanted the Town to go out to a request for payment (RFP) next year.

Mike Turner, Director of Public Works, said that Tremco has approached the Capital Improvement Advisory Council (CIAC) about providing a different approach to the roof program. Tremco feels comfortable with its database and the condition of the roofs and is willing to provide its services at a slashed price. The price will include small repairs. The proposal is being discussed now with the CIAC and will come to the full Council in the future.

Councilor Drake asked how far into the building did the inspections go. Does the report include painting?

Mike Turner, Director of Public Works, said that when he and the then Board of Education Supervisor of Maintenance and Operations went through the buildings paint and other small items were looked at. This system will not replace the Town's work order system.

Councilor Drake asked if the Board of Education will use this system for its planning.

Mike Turner, Director of Public Works, said that he believes that the current Supervisor of Maintenance and Operations for the Board of Education is using this for its project lists.

Councilor Roberts said that this is a massive project and it is good to see that the Town is moving forward. It is amazing that an inventory was never done before.

Chairperson Hemmann asked about the Town's work order system.

Mike Turner, Director of Public Works, said that the work orders are on an access computer program now. There has been a work order program in place for the past 20 or 30 years.

Chairperson Hemmann asked if there were drawings for all of the buildings included with these plans. There weren't drawings for Town Hall when the renovations started and it caused delays and expenses.

Mike Turner, Director of Public Works, said that there are not drawings for all of the properties. The Town Clerk assisted the Town in getting a grant for mapping so that maps are now grouped together by building. They haven't been indexed. It would be great to have them all scanned but it would take millions of dollars.

Councilor Drake said that there are CDs with drawings for the last ten years.

Mike Turner, Director of Public Works, said that there are as-built maps and electronics for all new projects.

PROCLAMATION

Chairperson Hemmann read a proclamation for Wear Red Day, February 5, 2010 in honor of women's heart health.

RaeAnn Palmer, Assistant to the Town Manager, said that it is a fundraiser as well. Anyone interested in donating could see her.

Councilor Hurley led the pledge of allegiance to the flag.

Dolores Sassano, Town Clerk, took attendance.

HEARING

PROGRESS DRIVE – STREET ACCEPTANCE

Mike Turner, Director of Public Works, said that it is the Town's practice to send letters to all property owners on the road that is being accepted. There are three property owners on Progress Drive. Two responded to the Town saying that they support the acceptance of the street. The other did not respond.

No one else spoke on the hearing item.

PUBLIC COMMENTS

Jim Woodworth, 5 River Road, representing the Great Meadows Conservation Trust, invited Councilors and members of the public to attend a walk on Saturday, February 6th. He said that this is the fifth walk of the winter and is special because it will be in conjunction with Goodwin College to look at Crow Point which the college acquired this summer. It is co-sponsored by the Nature Center and Chief Knapp of the Wethersfield Game Club, the stewards of the Meadows, will meet the walkers. The walk will start at Putnam Park at 10:00 a.m. Chris Shepard will provide rides to the start of the walk. More information is available on the Great Meadows Conservation Trust website. The walk will be about 2 hours long.

Robert Young, 20 Coppermill Road, said that the increase in the fee for a trash barrel, passed at the last meeting, is too high. It went from \$65 per barrel to \$200 per barrel.

Chairperson Hemmann clarified that the charge was for an additional barrel and that it is the hope of the Council that when the new recycling program begins in July there will be more recycling and less trash and the trash tonnage will go down.

Robert Young said that at the Board of Education meeting the Superintendent of Schools presented his budget. It calls for a 1.7 percent increase and he claims it is bare bones. There are areas that could be cut to make it truly bare bones. The Town has a high special education rate and should not be paying teachers extra pay. He said that the State Comptroller has announced a \$515,000,000 deficit and it continues to grow. The Town must reduce its costs.

Gus Colantonio, 16 Morrison Avenue, thanked Councilor Montinieri for the explanation he gave about the Board of Education budget. He said that there is a big recession and there can't be any budget increases. There is not really any room for unions in Town government. He said that he went to the Finance Department to ask how street lights are paid for by the Town but the Finance Director was out to lunch so he was sent to the Engineering Division but no one could tell him there either. He then went to see the Town Manager. He has been asking these questions for some time now and no one has given him any answers.

George Ruhe, 956 Cloverdale Circle, asked if the Town ponds were include in the facilities database.

Mike Turner, Director of Public Works, said that the facilities database included buildings only.

George Ruhe said that he hopes the Town hasn't forgotten his pond. He said that he was happy to make the Mayor a holder for her nameplate. If it works for Councilors, he would be happy to make holders for all of them. He said that the Board of Education has fixed its signage problem by purchasing new signs for all of the Board of Education members. He hopes that the Town Council will recognize that some groups don't "think cheap" during the budget process. He suggested that the Town Council see through the smoke and mirrors presentations that it will receive. In regard to the ethics complains, the Board of Education said that it didn't break any laws but then won't release any data on its findings and hides behind privacy laws. He would like the Town to keep the public informed on the ethics decisions so that the public can be aware of the ethics of the people who spend a large amount of the Town's money.

Colleen Sheridan, 31 State Street, said that she would like to share an observation with the Town. Her daughter and family were looking at moving to Wethersfield. They found a house for \$268,000. The taxes on the house were going to be \$6,300 or ½ of her monthly mortgage payment. The taxes were too high and she will not move to Wethersfield. The Town Council needs to take an ax to the budget because young families can't afford the taxes.

COUNCIL REPORTS

Councilor Drake said that he attended:

- The Capital Improvement Advisory Committee met and is working on the capital improvement projects list.
- The Library Board met with the full Town Council to discuss the economic conditions. The Town Council heard the Library Board's concerns. Library staff attended the

meeting to hear Council's ideas about changes in the management. It is too early for that discussion to take place, details are still being worked out.

Councilor Kotkin said that he attended the Tourism Commission meeting. The Commission is putting together its requested expenditures. There was no Insurance Committee meeting because there was a lack of a quorum. He was happy to see an appointment being made tonight. There is one more vacancy on the Committee. He said that the Insurance Committee is important. Every three years the Town goes out for a request for proposals. It needs to be done in the next few months.

Councilor Manousos said that the Budget and Finance Committee met and discussed the Town Attorney selection. The Committee will have a recommendation at the next Town Council meeting. The Grand List is projected to be up a fraction of a percent. He thanked the Assessor's office for their hard work, especially with personal property. The Committee met with department heads and asked them to look outside the box to operate more efficiently, more like a business. Right now the tax structure is not favorable for business. It won't happen overnight but the Town needs to work on it. He said that three Councilors took a tour of Town facilities with the Town Manager. It was a great tour. They also toured the site of the proposed 150 unit apartment complex. He would like to see what the Town Council can do to help it along.

COUNCIL COMMENTS

Councilor Console said that he would like to keep the seatbelt on school buses momentum going and would like to be kept up-to-date. He said that he attended a Memorial Day Parade Committee meeting. He said that he would like to have the lights go on in the parking lot a little earlier. It is dark in the lot at dusk. He thanked Mr. Wallace for the matrix books he received.

Councilor Drake said that he would like to make sure that the Planning and Zoning Commission is able to enforce the regulations that the Town has on its books. He is going to continue to push this quality of life issue.

Councilor Manousos said that he visited the Nature Center on the tour of Town facilities. It is a real gem and he hopes the Town Council can find a way to help it with its funding.

Councilor Kotkin, in response to Mr. Young's comment, said that he reviewed the Strategic School Profile report and it mentions Wethersfield's special education costs at less than the average. He said that it would be helpful when the Town receives an ethics complaint that the Town Council receives a copy of it. He said that he doesn't want any information that is not available to the public. He would also like to be notified of its resolution.

Chairperson Hemmann said that the Town Council received a comment from a resident, Sandra Wieleba asking why the Physical Services staff could not replace the windows in the Police Department. Mayor Hemmann highlighted the following upcoming events:

- Green Summit III Challenge is beginning March 1st. There will be an educational forum on February 11th.
- Friends of the Library Romance Book Sale will be on February 13th and February 14th.
- Nature Center's 8th Annual Spring Dance will be Saturday, March 27th.

TOWN MANAGER'S REPORT

Jeff Bridges, Town Manager, said that Town staff developed new financial sheets. He asked that the Town Council look them over and make suggestions. He said that the Grand List is up over the current year. The Town applied for a U.S. soccer grant for Cottone Field lighting but did not receive the money. He received information about the cost to fit the school buses with seatbelts. It would be \$2,200 per bus for lap belts and \$19,000 per bus for shoulder belts. Shoulder belts would require new seats thus the high price. The school board has annual inspections of bus driver certification and finger printing of drivers.

EXECUTIVE SESSION

At 8:20 p.m., Deputy Mayor Console moved **"TO GO INTO EXECUTIVE SESSION TO DISCUSS REAL ESTATE NEGOTIATIONS"** seconded by Councilor Kotkin. All Councilors present voted AYE. The motion passed 8-0-0. Jeff Bridges, Town Manager, was present; also the Town Attorney and the Attorney representing the sellers. No motions were made and no votes were taken during executive session.

At 9:35 p.m., Councilor Montinieri moved **"TO LEAVE EXECUTIVE SESSION"** seconded by Councilor Roberts. All Councilors present, including the Chairperson voted AYE. The motion passed 8-0-0.

COUNCIL ACTION

Deputy Mayor Console moved **"TO APPOINT CHARLES T. CAREY TO THE YOUTH ADVISORY BOARD FOR A TERM FROM 2/1/2010 TO 6/30/2012 AND PAUL E. COURCHAIINE TO THE INSURANCE COMMITTEE FOR A TERM FROM 2/1/2010 TO 6/30/2014"** seconded by Councilor Manousos.

All Councilors present, including the Chairperson voted AYE. The motion passed 8-0-0.

Councilor Hurley moved **"TO APPROVE THE RESOLUTION CONCERNING THE ACCEPTANCE OF PROGRESS DRIVE FROM THE NORTH STREET LINE OF WELLS ROAD (SR175) TO AND INCLUDING THE CUL-DE-SAC AS A PUBLIC ROAD AND WAY IN THE TOWN OF WETHERSFIELD"** seconded by Deputy Mayor Console.

Jeff Bridges, Town Manager, said that the road has been constructed to standards and all the improvements to the subdivision have been completed. Town staff recommends this acceptance.

All Councilors present, including the Chairperson voted AYE. The motion passed 8-0-0.

UNFINISHED BUSINESS

Councilor Roberts moved **“TO TAKE OFF THE TABLE THE TRANSFER OF \$8,750 FROM THE CONTINGENCY ACCOUNT TO THE CAPITAL WINDOW ACCOUNT FOR THE LABOR FOR WINDOW REPLACEMENT AT THE POLICE FACILITY”** seconded by Deputy Mayor Console.

All Councilors present, including the Chairperson voted AYE. The motion passed 8-0-0.

Deputy Mayor Console moved **“TO AUTHORIZE A TRANSFER OF \$8,750 FROM THE CONTINGENCY ACCOUNT TO THE CAPITAL WINDOW ACCOUNT FOR THE LABOR FOR WINDOW REPLACEMENT AT THE POLICE FACILITY AT 250 SILAS DEANE HIGHWAY”** seconded by Councilor Roberts.

Jeff Bridges, Town Manager, said that the Town Council received a letter from the Town Attorney. The Town Attorney had sent a demand letter to the company. The response was that installation is not included in the warranty.

Councilor Hurley said that he assumes Town staff is not able to do this work.

Jeff Bridges, Town Manager, said that it is a bit beyond the Town staff’s capabilities.

Councilor Drake said Councilor McAlister wanted to know when the warranty would start on the replacement windows.

Mike Turner, Director of Public Works, said that the new glass will have a one year warranty on labor and materials. The glazing warranty will be 10 years. It will restart on the replaced windows.

Chairperson Hemmann said that she would like to make the suggestion that in the future the Town looks at the language in the contracts with vendors and be explicit and make the contracts work for the Town.

Mike Turner, Director of Public Works, said that he will certainly look into the contracts.

All Councilors present, including the Chairperson voted AYE. The motion passed 8-0-0.

OTHER BUSINESS

Councilor Manousos moved **“TO ELIMINATE THE \$7.50 FEE FOR THE PURCHASE OF AN EIGHTEEN GALLON RECYCLING BIN”** seconded by Councilor Hurley.

Jeff Bridges, Town Manager, said that because of the enhanced recycling program these blue bins are going to be eliminated. He is requesting the fee be eliminated for the small blue recycling bins.

Councilor Roberts asked when it would go into effect.

Jeff Bridges, Town Manager, said it will go into effect tomorrow morning.

Councilor Manousos asked if an education program is being planned.

Jeff Bridges, Town Manager, said that Paine’s is working on an education campaign that will be reviewed by Town staff.

All Councilors present, including the Chairperson voted AYE. The motion passed 8-0-0.

BIDS

Councilor Drake moved **“TO AWARD THE BID FOR AQUATIC VEGETATION CONTROL TO INNOVATIVE MOSQUITO MANAGEMENT IN THE AMOUNT OF \$11,400”** seconded by Councilor Hurley.

Jeff Bridges, Town Manager, said that each year the Physical Services Division allocates funds for aquatic vegetation control to be applied in the spring. The bid is needed now so that the appropriate DEP permits can be obtained.

Councilor Hurley asked how often the Town does mechanical weed harvesting.

Mike Turner, Director of Public Works, said that it hasn’t been done in years but it is bid out in case the Town needs it.

Councilor Manousos asked if the Town takes advantage of the payment option that the contract offers.

Mike Turner, Director of Public Works, said that the Town tries to take advantage of any payment options.

Councilor Kotkin asked why Bell Pond and Murphy Pond were listed as Capital Improvement

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projects.

February 1, 2010 Notes

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Mike Turner, Director of Public Works, said that both ponds are scheduled to be reconstructed. The Town is waiting for Department of Environmental Protection permits. The projects were previously approved by the Town.

All Councilors present, including the Chairperson voted AYE. The motion passed 8-0-0.

Deputy Mayor Console moved **“TO AUTHORIZE THE TOWN MANAGER TO AWARD A CONTRACT FOR PREPARATION OF A SMALL CITIES PROGRAM GRANT ON BEHALF OF THE WETHERSFIELD HOUSING AUTHORITY TO LAWRENCE WAGNER AND ASSOCIATES”** seconded by Councilor Hurley.

Jeff Bridges, Town Manager, said that on October 5th the Town Council authorized Town staff to apply for a Small Cities Grant and they began working on it. The Town is the conduit for receiving the grant but the grant requires a project administrator. The Town would like to reuse a request for proposal done last year for a project manager for a project that was not accepted.

Councilor Drake asked what the fee was for the project administrator.

Jeff Bridges, Town Manager, said that it is a percentage of the improvements.

All Councilors present, including the Chairperson voted AYE. The motion passed 8-0-0.

MINUTES

Councilor Kotkin moved **“TO APPROVE THE REGULAR MEETING MINUTES OF JANUARY 19, 2010”** seconded by Councilor Montinieri.

Councilor Kotkin said that a thought was missing on page 4 of his comments. Three lines from the end of the comment, after insurance, it should say “He is pleased to see the continued absence of Town retiree health benefits.”

All Councilors present, including the Chairperson voted AYE. The motion passed 8-0-0.

ADJOURNMENT

At 9:50 p.m., Councilor Roberts moved **“TO ADJOURN THE MEETING”** seconded by Councilor Hurley. All Councilors present, including the Chairperson voted AYE. The motion passed 8-0-0.

Dolores G. Sassano

Unapproved
Town Clerk