

**REGULAR MEETING
DECEMBER 6, 2010**

The Wethersfield Town Council held a meeting on Monday, December 6, 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, RaeAnn Palmer, Assistant Town Manager, Peter Gillespie, Town Planner, Bill Holler, GIS Administrator and Dolores G. Sassano, Town Clerk.

Councilor Kotkin led the pledge of allegiance to the flag.

Pearl Harbor Day Remembrance – Deputy Mayor Console thanked Bill Holler for putting together the video presentation.

Presentation of Preserve America Wayfinding Sign Design – presented by Peter D. Gillespie. (See Attachment A).

Peter Gillespie reported that this program is intended to be comprehensive and not only focusing on Old Wethersfield. He noted that there will be signs at all the town lines. There will be gateway signs for the town entrances, Wayfinding signs which are directional signs, combination signs that include gateway and Wayfinding information, parking signs and signs for the Town Hall and Library. He explained that the Town has received funding from the Federal Preserve America program to fund \$100,000 of the project, but Peter Gillespie noted that it is felt that this will not be enough to cover all the signs so at some point there will need to be discussion on ways to complete the funding of the project.

Councilor Drake asked if the cast resin onion is glued onto the sign.

Peter Gillespie responded that the cast resin is bolted onto the sign and is not three dimensional but raised.

Councilor Drake suggested getting extra onions in the event an onion falls off the sign.

Councilor Manousos asked if the \$100,000 will cover the signs for Old Wethersfield.

Peter Gillespie responded that it depends on how it is bid and the estimate of the cost of the signs. The Town's Public Works department will remove the existing signs which will save money, but Public Works will not install the footings.

Councilor Manousos asked if the public parking signs for the Kenney Center can be larger than what is presently there because that parking lot is underutilized.

Peter Gillespie responded that there are different sizes for the signs.

Councilor Hurley asked what is the \$2,500 to \$3,000 charge.

Peter Gillespie responded that this is the cost for the fabrication and installation of each sign in each location.

Peter Gillespie, Town Planner, presented the following Economic Development Report.

TOWN OF WETHERSFIELD
Planning and Economic Development Department
MONTHLY REPORT
December 2010

A Monthly Report From The Planning and Economic Development Department

Prepared By Peter D. Gillespie, Town Planner and Economic Development Manager
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RECENT PROJECTS

- Milagros, a Spanish Restaurant has opened at 640 B Silas Deane Highway.
- Ginza Japanese Cuisine and Hibachi has opened at 1295 Silas Deane Highway - Goff Brook Shops.
- Red Lobster, 1324 Silas Deane Highway has recently completed a significant renovation project involving both interior and exterior façade improvements.
- A certificate of occupancy has been issued for the opening of a medical testing lab LabXpress at 904 Silas Deane Highway (next to Pelton's).
- A certificate of occupancy has been issued for the remaining medical office space at 1025 Silas Deane Highway for the Hartford Medical Group.
- A certificate of occupancy has been issued for interior renovations at 850 Silas Deane Highway for National HealthCare.
- A certificate of occupancy has been issued for tenant fitout for Clearwire Communications for a sales office at 100 Great Meadow Road.

NEW CONSTRUCTION

- Façade improvements are nearing completion for property at 990 Silas Deane Highway (Next To Mila Fabric). Funding assistance is being provided by the Town.
- Interior improvements are nearing completion for a new tenant space in the Goff Brook Shops at 1303 Silas Deane Highway for Town Line Liquors.

OTHER NEWS AND INITIATIVES

Developer/Tenant Contacts

- Met with several interested buyers of 7 Rail Road Place (former Narcissus Chocolate Café).
- Met with interested party about 176 Cumberland Avenue (Former NU Building)

- Met with realtors representing retail tenants interested in 132 Silas Deane Highway (Former Porter and Chester)
- An application has been filed with the PZC for the approval of a new freestanding building at the Wethersfield Shopping Center at 1129 Silas Deane Highway. The building will house a Panera Bread Bakery-Café.
- New signage approvals have been issued to Liberty Bank as they have acquired CT River Community Bank 1190 Silas Deane Highway.
- Applications have been filed to open the Refined Society Tea Parlor at 137 Main Street (former Bean and Grape).

Economic Development and Improvement Commission

- The 21st Annual Salute To Business is scheduled for Thursday evening December 9 at 5:30 pm at the Wethersfield Country Club. Recognition will be given to welcome new businesses to the community and to recognize some of our longer standing businesses. The Shops Local Committee will conduct a drawing to award a \$1,000 Holiday Gift Certificate. Tickets are \$20 and can be purchased from the Planning Department.
- Staff with the assistance of the Chamber of Commerce has been working closely with the Rare Reminder to complete next year's Town Guide, Calendar and Business Directory. The publication costs are being almost entirely supported from ad sales from local businesses.
- We have recently held several loan closings through the façade program:
 - 683-689 Wolcott Hill Road – Leo Pappas - \$26,565
 - Cross LLC – 526 Silas Deane Highway - \$45,000
 - Gabriel Amatore – 318 Silas Deane Highway - \$10,000
- Staff recently completed an update of our quarterly report on available commercial space and sites.

Redevelopment Agency

The Agency met on November 16 to review the status of the redevelopment plan for the properties at 976 – 1060 Silas Deane Highway. An agreement has been reached to share the costs of the plan with the owner of 1000 Silas Deane Highway and a contract has been signed with Bartram and Cochran to conduct the Plan. A kick off meeting will be held on December 1 to visit the sites and the Redevelopment Agency will meet again on December 6 at 5 pm.

Tourism

- As a result of the success of the 2010 CT Getaway Guide Ads the Commission is considering an additional Grant application for 2011 for the same program.
- Attended a grant funding workshop hosted by the CT Comm. on Culture and Tourism. Several programs have potential value for Wethersfield.
- The Commission has completed a guide to assist those who are planning weddings in Wethersfield and our surrounding communities. The guide will be printed and appear on its website listing all local businesses and contact information for those who provide wedding related services in Wethersfield (Churches, Hotels/Motels, Banquet Space, Restaurants, Caterers, Bakeries, Florists, Rentals, Photographers, Transportation etc.)

Meeting/Event Schedule December

December 2	Chamber 8:30 am
December 7	PZC 7 pm
December 8	Shops Local 8:30 am
December 9	Salute To Business 5:30 pm
December 9	EDIC 12 noon
December 21	PZC 7 pm
December 28	Tourism Commission 5:30 pm

Deputy Mayor Console asked the location of 640B Silas Deane Highway.

Peter Gillespie responded that it is a strip center located before the car wash and there is a tanning salon in there.

HEARING

Chairperson Hemmann stated that there were six items for discussion:

- A. Chapter 122 - Property Maintenance
- B. Chapter 73 - Enforcement
- C. Chapter 108 - Nuisances
- D. Chapter 157 - Vehicles & Traffic, Article II Parking
- E. STEAP Grant Acceptance
- F. Authorization for Defined Contribution Plan

There were no public comments and Chairperson Hemmann declared the hearings closed.

GENERAL COMMENTS

PUBLIC

Jim Woodworth, 5 River Road, noted that he hoped there would be a sign for the Wilkus Farm property. He also noted that he was pleased to hear that the RFP for the Wilkus house and barn is going forward and that there may be a small dairy cheese operation.

Jim Clynch, 903 Ridge Road, noted that his property abuts to part of the Wilkus Farm property and the proposed location of the vegetation disposal cannot be used as he was already assured it would not be. He commented that with regards to the bids going out for the aquatic vegetation management program, there is a pond that is situated half on the Wilkus Farm property and half on his property and requested that this pond be considered for aquatic vegetation management.

Andy Jackson, 36 Old Pepperidge Lane, commented on traffic concerns at the intersection of Church Street and Main Street in front of the First Church of Christ and Village Pizza and suggested that stop signs should be installed on Main Street going north to south.

George Ruhe, 965 Cloverdale Circle, commented on the Pearl Harbor presentation and his experience during World War II and how it changed his outlook on life. George Ruhe also suggested making a mock up of the new signs so as to better see the size of the signs.

Lee Sekas, 117 Wells Road, asked if people can be reminded now about the need to shovel and clear sidewalks and walkways within the 24 hour period.

Chairperson Hemmann asked the Town Manager if this information could be put onto the scroller on the town channel.

COUNCIL REPORTS

Councilor Hurley reported for the Parks & Recreation Committee meeting and it was brought to their attention that at the Willard Pool on Greenfield Street, there is one steel filtration tank that has failed and two additional steel filtration tanks that are being evaluated. The life span of the filters is 10 years and these filters are 25 years old. He noted that a decision will need to be made soon in order to make the repairs so that the pools can be used next summer.

Councilor Kotkin reported for the Insurance Committee meeting, and noted that health insurance claims for town employees and retirees are over \$200,000, and suggested that this may have been accelerated due to the negotiations between Blue Cross and Hartford Hospital. He also noted that the new agent of record is reviewing the policies and whether or not the policies for the Library Board and employees are duplicative to what the Town officials have.

Deputy Mayor Console reported for the Public Safety Committee in which Councilors Drake, Roberts, Hurley, Town Manager Jeff Bridges and Assistant Town Manager RaeAnn Palmer, Fire Marshal Anthony Dignoti, Police Chief Cetran, and Lt. Powers attended. The contract for the Wethersfield Volunteer Ambulance is being reviewed as it has not been reviewed since 1981. He also noted that the Town of Wethersfield will be taking over the fire alarm monitoring system for all town buildings and some private buildings in Town. Deputy Mayor Console reported on the house numbering ordinance which will be monitored by the police department and he noted that house numbers are important for emergency situations. This information will be included on the scroller on the town's television channel. He also noted that the numbers need to be at least three inches in height and visible from the street. Deputy Mayor Console also reported that they are working with the Housing Authority regarding policies and issues.

Councilor Manousos spoke for the Redevelopment Agency and noted that it with Panera Bread moving into the Wethersfield Shopping Center, this may increase some interest in that property. Councilor Manousos also spoke for the Budget and Finance Committee which met jointly with the Library Board and Board of Education regarding budget planning and plans for next year. Councilor Manousos also spoke on the economic report from the Lights Committee which is in the process of preparing a presentation to the Council and also noted there may be a possibility of grant funding from the State. He also congratulated the football team that played under the lights and noted that the game was very well attended. Councilor Manousos also reported for the Wethersfield Historical Society which is compiling recipes from residents for a cookbook as a fundraiser project. Councilor Manousos also reported that he held Mayor Hours and met with George Wallace.

Chairperson Hemmann reported for Holidays on Main. It was well attended. The tree lighting ceremony and community carol sing is scheduled for Monday December 13 at 6:30 p.m.

COUNCIL COMMENTS

Councilor Kotkin reported that it has been two years since any Council Members have met with the auditors and although the audit from last year appears clean, a meeting should be set up with the auditor.

Councilor Roberts thanked the town crew for the leaf pickup and commended them on a timely and well done job.

Deputy Mayor Console commented that he was invited and attended the promotional ceremony for Lieutenant Crabtree and thanked Dolores Sassano for Lt. Crabtree's swearing in. He also noted that the guard rails are starting to be installed on Marsh Street. The Middletown Avenue project has been completed and it does look nice. Deputy Mayor Console also noted that in 1990, the national debt was \$1.5 trillion, and in 2010, the national debt is \$14 trillion.

Councilor Manousos reported that Public Works is looking at additional parcels and would like some feedback from Council and he asked Jeff Bridges if a tour can be scheduled of the properties.

Jeff Bridges responded that a tour could be scheduled.

Deputy Mayor Console reported that he visited Professional Floor Covering, located on the Silas Deane Highway, who has been in business in Wethersfield since 1950. The business will be closing next year after 60 years of business and in addition to the gas station located next door, both properties will be for sale next year.

TOWN MANAGER'S REPORT

Jeff Bridges reported that the motions for the quality of life ordinances are on the podium for this evening.

COUNCIL ACTION

Ordinances, Resolutions and Appointments for Action

Councilor Drake moved **"TO ADOPT THE REVISIONS TO CHAPTER 122 OF THE CODE OF THE TOWN OF WETHERSFIELD PROPERTY MAINTENANCE,"** seconded by Deputy Mayor Console.

Jeff Bridges reported that revisions to the Property Maintenance Code require a property owner to keep their grass less than eight inches in height on the entire parcel. Additionally, the blight list will be eliminated, and the enforcement will be handled through Chapter 73 of the Code.

Councilor Montinieri noted that previously the blight list was handled through the Town Manager's office, and asked why a recommendation made to remove the blight process if it had been working.

Jeff Bridges responded that the blight list compiled a collection of properties that had conditions considered blighted. The enforcement of the blighted properties is the same as before, but rather than have a citation hearing board which decided whether or not the property owner was liable for the fines, it is now replaced with a hearing officer. There is the same enforcement, same blight mediation process but only the creation and maintenance of a blight list was removed.

Councilor Montinieri requested a better understanding of the process.

Jeff Bridges explained that a property owner will come before the Board to contest the fine and not whether or not they are liable to fix the property or that the property is blighted.

Councilor Montinieri asked historically how many times have people contested when notified that their property is blighted.

RaeAnn Palmer responded that it was most effective to get people to clean up their properties and fines were rarely collected.

Jeff Bridges noted that the appeal process remains intact and the same conditions of blight will also remain.

Councilor Roberts asked if the citation hearing officer is going to be a current employee or a new employee.

Jeff Bridges responded the citation hearing officer has been on the books since 2005 and are in the process of looking for someone with a code enforcement or law background. The citation hearing officer judges solely on whether the property is liable for payment of the fine and not whether the property is blighted.

Councilor Roberts asked if this will be a contract employee or will someone on staff be brought in.

Jeff Bridges responded that it will probably be a contract position.

Councilor Roberts noted that if a property owner files an appeal with the Superior Court there may be significant legal fees.

Jeff Bridges responded that once the person goes beyond the citation officer, the matter is turned over to the Town Attorney.

Councilor Roberts asked if this was the procedure that is followed now.

Jeff Bridges responded that it is.

Councilor Kotkin asked if there is money in the budget to pay for a hearing officer.

Jeff Bridges responded that it would probably come out of contingency.

Councilor Kotkin asked how often the Board met.

Jeff Bridges responded that the Board has had to meet once since he has been here. He explained that a notice is sent out to the property owner and if the matter remains unresolved fines are levied according to the statute which is \$100/day. The goal of the ordinance is not the fines, but compliance.

Councilor Kotkin asked if the hearing officer would not be someone who has enforcement capabilities, such as a police officer or someone from the Building Department

Jeff Bridges responded that is correct.

Councilor Kotkin asked if it would be someone outside of Wethersfield.

Jeff Bridges responded it would not be a current employee.

Deputy Mayor Console asked if the matter gets to the point where it is in the court system and attorneys' fees are incurred, can the Town go after the property owner for attorneys' fees if the Town wins.

Jeff Bridges responded that it could. Presently there is a situation on Middletown Avenue where the Town took the matter to court and the judgment allowed for payment of attorneys' fees. The house was then demolished. Attorney fees can be collected if the property sells within the next 15 years.

Councilor Montinieri commented that he understood the change from 25 feet going back and asked if anyone has looked into whether it is legal to go into people's property past the visual line to look at grass length and weeds.

Jeff Bridges responded that it has been reviewed, but he will have it reviewed again.

Councilor Drake commented that the Town Attorney had looked into this matter.

Jeff Bridges commented that in addition to aesthetics, there is a concern of brush fires. He noted that he would like to see this ordinance go into effect for February 1, 2011 and also noted that there is a 12 day protest period.

Councilor Drake moved **“TO ADOPT THE REVISIONS TO CHAPTER 122 OF THE CODE OF THE TOWN OF WETHERSFIELD PROPERTY MAINTENANCE EFFECTIVE FEBRUARY 1, 2011 AS AMENDED,”** seconded by Deputy Mayor Console.

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

Councilor Drake moved **“TO ADOPT THE REVISIONS TO CHAPTER 73 OF THE CODE OF THE TOWN OF WETHERSFIELD ENFORCEMENT EFFECTIVE FEBRUARY 1, 2011,”** seconded by Deputy Mayor Console.

Jeff Bridges reported that the majority of the changes were to gender neutralize it, redefine the court that the appeals will be directed to and to list the other co-ordinances that are enforced with this chapter.

Councilor Montinieri asked if the definition “per occurrence” meant a daily fine.

Jeff Bridges responded that it meant daily.

Councilor Montinieri suggested that a footnote be added to note that occurrence means per day.

Chairperson Hemmann suggested adding the language from Section 122-9(2), “the amount of the fines which may not exceed \$100. Each day such violation exists shall constitute a separate offense and a separate citation may be issued.”

Councilor Montinieri also agreed to adding the additional language.

Councilor Montinieri moved **“TO ADOPT THE REVISIONS TO CHAPTER 73 OF THE CODE OF THE TOWN OF WETHERSFIELD ENFORCEMENT EFFECTIVE FEBRUARY 1, 2011 AS AMENDED,”** seconded by Deputy Mayor Console.

Councilor Roberts questioned in Section 73-2F it indicated a change of \$8 to \$8 and asked what was the change.

Jeff Bridges responded that different amounts may have been discussed, but the cost is \$8.

Councilor Kotkin noted that there is 10 day requirement for appeal and asked Jeff Bridges what would happen if someone were to be out of state for two or more weeks.

Jeff Bridges responded that a notice is sent out first to the property owner. Once the Town receives the property owners' response and no violations are resolved, a citation is issued and the property owner has 10 days from the issuance of the citation to appeal. If a property owner fails to respond to the notice, then a citation is issued and there will be a violation of \$100/day.

Councilor Montinieri asked for a definition of the process.

Jeff Bridges responded that the property owner is notified by certified mail, including a description of the real estate sufficient for identification, specifying the violation which is alleged to exist and the remedial action required, a due date, within a reasonable time, for the performance of any act required and the amount of any fines, penalties, costs or fees that may be imposed for noncompliance. The owner/occupier may not contest a warning. Delivery of a notice letter or citation to the owner/occupier shall be by one of the following methods: by personal delivery to the owner/occupier or by leaving the citation or notice letters at the usual place of abode of the owner/occupier with a person of suitable age and discretion; by certified or registered mail addressed to the owner/occupier at his last known address, with postage prepared thereon; and by posting and keeping posted for 24 hours a copy of the citation or notice letter in placard form in a conspicuous place on the premises.

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

Councilor Drake moved **"TO ADOPT THE REVISIONS TO CHAPTER 108, AS AMENDED, OF THE CODE OF THE TOWN OF WETHERSFIELD NUISANCES EFFECTIVE FEBRUARY 1, 2011,"** seconded by Deputy Mayor Console.

Jeff Bridges reported that the revisions are to provide for Chapter 73, update the penalties for violation and states in the opening paragraph May through August and not May and August.

Councilor Roberts asked if it would be more clear to state "May 1 through August 31."

Jeff Bridges responded that this change would be fine or the dates could be removed in its entirety.

Councilor Montinieri suggested removing "During May through August of each year" and start the paragraph "Every owner . . .".

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

Councilor Drake moved **"TO ADOPT THE REVISIONS TO CHAPTER 157 OF THE CODE OF THE TOWN OF WETHERSFIELD VEHICLES AND TRAFFIC, ARTICLE II PARKING EFFECTIVE FEBRUARY 1, 2011,"** seconded by Deputy Mayor Console.

Jeff Bridges reported that this chapter prohibits parking on the front lawn or the snow shelf. This

will also memorialize the process the police are using for the informal appeal process for parking violations, making it the first step for parking violations rather than going right to the hearing officer and noted that this process is working well.

Councilor Montinieri inquired if a citation is equal to a \$25 ticket.

Jeff Bridges responded that was correct. In addition, the resident has 10 days in order to pay the ticket.

Councilor Montinieri asked if the property owner continues to park on the front lawn or snow shelf, can the police issue a \$25 ticket each day.

Jeff Bridges responded that the police can come back and ticket again.

Chairperson Hemmann noted that the ordinance indicates "Article II" but at the hearing it was "Article III."

Jeff Bridges responded that it is Article II.

Councilor Roberts asked if Section R of the ordinance can be read as her copy was illegible.

Jeff Bridges read the ordinance: "After establishment of specially marked parking spaces for handicapped persons, no person shall park a motor vehicle in such space unless a handicapped person is either a passenger or occupant of the vehicle and the Connecticut vehicle contains a designation issued by the commissioner of Motor Vehicles pursuant to the Connecticut General Statutes, which designation shall be visible as per the Connecticut General Statutes, or a handicapped designation issued by another governmental authority."

Deputy Mayor Console commented that this ordinance may get the most heat from the residents in Town and asked if the residents will have ample time to get this information before the ordinance is in effect.

Jeff Bridges commented that there will be a period of time in which a notice will be issued instead of a fine.

Councilor Drake noted that Jeff Bridges is working on a simple list with bullets which will be published in the newspaper.

Councilor Kotkin asked if this ordinance will be effective February 1, 2011.

Jeff Bridges responded that the effective date is in the motion.

Councilor Montinieri asked if the police are aware that once the ordinance is in effect it will require additional personnel time.

Jeff Bridges responded that the Police Department is aware of their obligations under the ordinance. Additionally there will be meetings to discuss when to stop the issuance of notices and issue tickets.

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

Councilor Hurley moved **“TO ACCEPT THE RESOLUTION FOR ECONOMIC AND COMMUNITY DEVELOPMENT GRANT. WHEREAS, PURSUANT TO CONNECTICUT GENERAL STATUTES SECTION 4-77g, SMALL TOWN ECONOMIC ASSISTANCE PROGRAM ACT (“STEAP”), THE CONNECTICUT DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENTS IS AUTHORIZED TO EXTEND FINANCIAL ASSISTANCE FOR ECONOMIC DEVELOPMENT PROJECTS; AND WHEREAS, IT IS DESIRABLE AND IN THE PUBLIC INTEREST THAT THE TOWN OF WETHERSFIELD MAKE AN APPLICATION TO THE STATE FOR \$250,000 IN ORDER TO UNDERTAKE THE SILAS DEANE STREETScape IMPROVEMENT PROJECT PHASE II AND EXECUTE AN ASSISTANCE AGREEMENT,”** seconded by Councilor Manousos.

Jeff Bridges reported on November 17, 2008, Town Council authorized the Town Manager to apply for and accept a Small Town Economic Assistance Program (STEAP) grant from the State of Connecticut Office of Policy and Management. STEAP funds are issued by the State Bond Commission and can only be used for capital projects. The grant application was for \$500,000 for the remainder of the physical improvements to the area in front of Town hall and for the Church Street and Silas Deane Highway intersection as identified in the Silas Deane Highway Master Plan. The remaining work is streetscape improvements including sidewalks, ornamental lighting, landscaped parking lot buffers, fencing, stonewalls, street trees and patterned crosswalks. The Town has recently been notified of a \$250,000 award for this grant. The attached resolution is required by the State to accept the grant.

Chairperson Hemmann commented that this was for the grant that was received in 2008 and not the grant the Town was recently notified of. The grant from 2008 had been delayed on the State’s side.

Councilor Montinieri commented that it was his understanding that the final portion of the project was in the \$600,000 range to complete the plan as originally crafted and asked if in addition to this \$250,000, will the next grant be for \$250,000.

Jeff Bridges responded yes.

Councilor Montinieri asked who is responsible for looking at the funding as it comes in and are they going to wait till the entire \$500,000 is received in order to put it out to bid.

Jeff Bridges responded that the contractor who was working on the project and had completed the street scene project is holding his prices so they are in the process of negotiating a change order back in. They are also in the process of putting together a program document for the

Council to review at the next meeting to show the original scope of the project, money received, what was accomplished and what will be accomplished with the \$250,000 that was just received and what will be accomplished with the final \$250,000.

Councilor Montinieri asked if this motion is just for accepting the STEAP money and asked if the money will be placed in an interest bearing account.

Jeff Bridges responded that once a work order is signed, the State will send the money.

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

Councilor Manousos moved **“TO AUTHORIZE THE TOWN MANAGER TO EXECUTE ALL NECESSARY AGREEMENTS WITH ICMA RETIREMENT CORPORATION FOR THE PLAN AND THE ADMINISTRATION OF THE PLAN,”** seconded by Councilor Hurley.

Jeff Bridges reported the current contract for Local 1303-40 includes the provision that all future employees of the bargaining unit will participate in a defined contribution pension plan instead of a defined benefit pension plan. After reviewing possible options for the defined contribution plan, staff is recommending that the current provider of the Town’s 457 Deferred Compensation Plan, ICMA-RC, administer the new defined contribution retirement plan for Local 1303-40 employees. There are three reasons we feel comfortable with this decision. First, we currently have a 457 plan with ICMA (an existing relationship), secondly, the more assets under management we have with ICMA the lower the fees (currently our assets under management are very low, but over time will increase), third, we are always able to select another provider and terminate this plan at a later date if necessary or desirable.

Some of the basic plan provisions are:

1. The Town and Employee will each contribute 4.5% of gross pretax earnings to the employees account,
2. The vesting period will be ten years for the employee to be able to keep all of the contributions made by the Town,
3. No loans from the account will be allowed,
4. The basic fee for the plan will be .29% of the account balance plus the underlying fund fees of between .8 to 1.2%. There are also additional services the employee can access for an additional .6% fee. These fees are paid by the employee (deducted from the account).
5. The employee will be supported by representatives of ICMA on what the plan is, what options are available, how to select funds, retirement planning, etc.
6. The normal retirement age for the plan will be 65 years old.

As more new contracts are negotiated it is the understanding that this plan will become the pension plan for the Town for new employees.

Councilor Kotkin inquired about the fees on the 457 Plan and asked if the Town currently uses ICMA.

Jeff Bridges responded that the Town currently has a 457 Deferred Compensation plan with ICMA. There is \$8 million in the Deferred Comp Plan which is the 457 Plan and now a 401 Plan will be created which will be individual accounts for retirement purposes rather than supplemental retirement purposes.

Councilor Kotkin noted that the fees are all about 1.2%, and asked if there was someone who manages the accounts.

Jeff Bridges responded that the same basket of funds are used.

Councilor Kotkin asked if different managers are used.

Jeff Bridges responded that different funds can be selected in their options.

Councilor Kotkin asked if the same investment options would be available with either the 457 or 401 plans.

Jeff Bridges responded that the same investment options will be available with either Plan.

Councilor Kotkin asked what AXA is.

Jeff Bridges responded that AXA is another corporation that provides defined contribution plans so their fee is 2% whereas ICMA is 1.2%.

Councilor Kotkin commented that given the amount that is currently vested, will the fee go down as more money is invested.

Jeff Bridges responded that the fees will go down as more money is invested.

Councilor Kotkin asked if the fund grows, can the fund managers' fee be negotiated down.

Jeff Bridges responded that ICMA puts money into funds from people all over the country and ICMA negotiates fees nationally.

Councilor Kotkin commented that the rates are not as competitive and noted that it would be interesting to see if ICMA would negotiate the fund management fees in this environment.

Jeff Bridges noted that it was found to be less than other options.

Councilor Manousos noted that, given the size of the fund, he felt it was a very favorable rate and it gives the town employee the option to put it into certain funds and gives a list of the rates.

Councilor Drake commented that Jeff Bridges did a good job with this matter.

Deputy Mayor Console also agreed that it was well done and in 20 years down the road it will make a big difference with the budgets.

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

OTHER BUSINESS

Deputy Mayor Console moved **“TO APPROVE THE SCHEDULE OF TOWN COUNCIL MEETING DATES FOR 2011,”** seconded by Councilor Hurley.

Jeff Bridges reported that there are proposed dates for Town Council meetings for calendar year 2011. In accordance with Chapter A180 Rules of Procedure, §A180-2, Regular Meetings, the schedule of regular meetings for the ensuing year shall be filed in the Town Clerk's office as soon as possible after the organizational meeting.

Dolores Sassano noted that next year is an election year and November 14 is a definite date for the installation of Council which is set by charter. In addition, there is a Council meeting on November 21.

Chairperson Hemmann suggested moving the Council meeting to November 14.

Deputy Mayor Console moved **“TO APPROVE THE SCHEDULE OF TOWN COUNCIL MEETING DATES FOR 2011 AS AMENDED, TAKING OFF NOVEMBER 7 AND ADDING NOVEMBER 14, 2010,”** seconded by Councilor Hurley.

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

Deputy Mayor Console, moved **“TO AUTHORIZE THE SALE BY AUCTION OF THREE F350 AND ONE F250 FORD PICKUP TRUCKS AND ONE FORD ESCAPE”** seconded by Councilor Hurley.

Jeff Bridges reported that in accordance with Town Code §37-3, attached, the Town Council may, on the Town Manager's recommendation, authorize the sale of Town personal property by auction. Town staff is requesting permission to sell four Ford pickup trucks and a Ford Escape through auction. All five vehicles have high mileage and are not in good enough condition to rotate into the Town fleet.

Based on the condition of the vehicles and equipment, it is not anticipated that the Town will make much money from the sale of the vehicles.

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

BIDS

Deputy Mayor Console moved **“TO AWARD THE BID FOR AQUATIC VEGETATION CONTROL TO INNOVATIVE MOSQUITO MANAGEMENT IN THE AMOUNT OF \$11,250,”** seconded by Councilor Manousos.

Jeff Bridges reported that each year, the Physical Services budget appropriation includes funding to hire a contractor for chemical aquatic vegetation control of various Town properties. \$12,900 was budgeted in the current year. Staff solicited sealed bids for the services and after review of the work to be contracted for this year, it was determined that the low bidder is Innovative Mosquito Management. Bell Pond and Murphy Pond will not be included. The bid specifications require that a biodegradable herbicide be utilized for the spraying. Staff is requesting that Town Council award this bid so that the Department of Environmental Protection permits can be applied for and obtained in time to complete the work in the spring. The total amount of the work is \$11,250.

Councilor Montinieri inquired whether it has been determined that there is a pond on the Wilkus property and if so, will it be added to the list of ponds to be sprayed.

Jeff Bridges responded that it is a possibility.

Councilor Kotkin asked if the application needs state approval.

Jeff Bridges responded that it will need state approval. These applications are for ponds on public property.

Deputy Mayor Console noted that he was glad to see Griswold Pond on the list to be sprayed.

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 NOVEMBER 15, 2010”** seconded by Councilor Hurley.

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

PUBLIC COMMENTS

Gus Colantonio, 16 Morrison Avenue, commented on the number of people getting hit by cars and hoped that it doesn't happen on Morrison Avenue. He also questioned who paid for the sidewalks on Middletown Avenue. Gus Colantonio also spoke about the budget and the Council should set the goals then do what needs to be done within those parameters.

George Ruhe, 956 Cloverdale Circle, commented on the ethics rules and why an official should not advocate for private things. He prefers Mayor's office hours come prior to a meeting like they had in past years. They now are held on every first Thursday. He also invited Councilors to visit the pond by his home.

EXECUTIVE SESSION

At 9:00 p.m., Councilor Montinieri moved **"TO GO INTO EXECUTIVE SESSION TO DISCUSS REAL ESTATE NEGOTIATIONS"** seconded by Deputy Mayor Console. All Councilors present voted AYE. The motion passed 8-0-0. Jeff Bridges, Town Manager was present. No motions were made and no votes were taken during executive session.

At 9:28 p.m., Councilor Hurley moved **"TO LEAVE EXECUTIVE SESSION"** seconded by Deputy Mayor Console.

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

ADJOURNMENT

At 9:29 p.m., Councilor Hurley moved **"TO ADJOURN THE MEETING"** seconded by Deputy Mayor Console.

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

Dolores G. Sassano
Town Clerk
Approve by vote of Council
December 20, 2010