

## **OCTOBER 2, 2006 REGULAR MEETING**

The Wethersfield Town Council held a meeting on October 2, 2006 at 7:00 p.m. in the Auditorium of the Silas Deane Middle School.

Present: Councilors Adil (7:10 p.m.), Cascio, Forrest, Kirsche, Kotkin, Walsh, Deputy Mayor Fortunato and Chairperson Morin.

Absent: Councilor Drake.

Also present: Bonnie Therrien, Town Manager, and Dolores G. Sassano, Town Clerk.

All stood for the pledge of allegiance to the flag which was led by Councilor Forrest.

Councilor Cascio moved "**TO ADD ITEM B.3.f WAIVER OF FEES - COLUMBUS DAY PARADE TO THE AGENDA**", seconded by Deputy Mayor Fortunato. All Councilors present, including the Chairperson, voted AYE. The motion passed 7-0-0.

### **Economic Development Report**

Town Planner Peter Gillespie gave a presentation of the September, 2006 Economic Development Report which included the following:

- 1715 Berlin Turnpike - Car Wash Facility - construction complete, ribbon cutting Oct. 7
- 486 Silas Deane Hwy - Tim Horton's - CO issued - possible ribbon cutting Oct. 14
- 25 Wells Road - TD Banknorth - design review plans submitted for an addition, and exterior and interior renovation of the building
- 1260 Silas Deane Hwy - Hartford Medical Group - plans approved for an addition
- 1105 Silas Deane Hwy - Sake Café Japanese Restaurant - construction continues
- 884 Silas Deane Hwy - City Fish - plans and applications approved by the PZC

Mr. Gillespie stated that he has had a great deal of contact with developers recently regarding properties on the Berlin Turnpike as well as the Silas Deane Highway, and this bodes well for future development. Mr. Gillespie reported that the Silas Deane Highway Revitalization Commission received positive feedback from the DECD that the STEAP funding could be used for some of the improvements along the front of the Town Hall. He said that staff will be meeting later this week with DeCarlo and Doll to discuss specifics of the redesign improvements. Mr. Gillespie said that he has received several inquiries regarding the Silas Deane Highway Façade Program and three applications have been sent out. He said that he was advised that the Town may be in line for an additional \$200,000 in State funds for the Silas Deane Highway façade program. Mr. Gillespie reported that the EDIC's 2006 Business Survey has been mailed out and to-date over seventy responses have been received. He said that the EDIC continues to work with Keiler and Co. on a webpage, and also that the EDIC continues to work with business beautification loan recipients. Mr. Gillespie announced that the 2006 Salute to Business will be held on December 7 at the Wethersfield Country Club. He stated that the Tourism Commission continues to promote Wethersfield as a tourism destination with ads in the 2007 Greater Hartford Visitor's Guide and the Greater Hartford Hotel Guest Guide. Mr. Gillespie said that he and the Town Manager have spent time reviewing the qualifications mailed in by residents interested in serving on the newly formed Redevelopment Agency, with recommendations appearing on tonight's Council agenda. Mr. Gillespie reported that the Preserve America Committee has interviewed several firms and reviewed the RFP's and hopes to get a recommendation to the Council for their next meeting.

Councilor Kotkin asked about the inquiries regarding the Façade Program, and asked if the number has increased in the last month. Mr. Gillespie stated that the interest fluctuates greatly from month to month. Councilor Kotkin asked that Mr. Gillespie provide a description of specific properties cited in his report for Councilors' information. Councilor

Kotkin also asked Mr. Gillespie if he can provide an update on the proposed retail construction just over the Wethersfield line in Newington. Mr. Gillespie said that Wethersfield's Assistant Planner, Denise Bradley, spoke with Newington's Fire Marshal who indicated that he has not yet discussed blasting with anyone and that Newington Statutes require that information on any blasting within 500 feet of the Town line be submitted to the Town Clerk.

Councilor Kirsche asked Mr. Gillespie for an explanation of what is occurring at Russell Road. Mr. Gillespie explained that the proposed project is a mix of a gas station, a hotel, and retail parcels.

Deputy Mayor Fortunato asked what the status is of the parcel of land on which the Car Alarm Business is located. Mr. Gillespie explained that that parcel of land, 1912 Berlin Turnpike, was a former gas station and was cleaned up last year due to environmental contamination. He said that the new owner began work on the property without the appropriate permits and therefore the work had to be stopped. Mr. Gillespie said that he expects to receive site plans for the property; however, he thinks that the property may be too small for what is being proposed. Deputy Mayor Fortunato asked if the plan is to level the building currently on the property and start over, and Mr. Gillespie said that this is the proposed plan. Deputy Mayor Fortunato suggested that Mr. Gillespie and the Town Manager make the building secure with regard to the building and potential hazards.

## **PUBLIC COMMENTS**

### HEARING

RESOLUTION CONCERNING AN APPLICATION TO THE STATE OF CONNECTICUT TO OBTAIN LOCAL CAPITAL IMPROVEMENT PROGRAM FUNDS TO RECONSTRUCT A PORTION OF GOFF ROAD FROM NOTT STREET SOUTH ABOUT 2500 FEET

RESOLUTION FOR ELECTRONIC VOTING EQUIPMENT AGREEMENT

RESOLUTION FOR IVS VOTING SYSTEM

No one wished to speak and the Chairperson declared the Hearing segment closed.

### GENERAL COMMENTS

Robert Young, 20 Coppermill Road, commented on discussions at the last Council meeting regarding the renovations to be done on the Council Chambers at the Town Hall. He stated that the taxpayers have funded enough of the money for the Town Hall renovations and shouldn't be funding any additional work.

Mr. Young said that the Council needs to stop referendum after referendum in Wethersfield as the costs are getting too expensive for the taxpayers. He pointed out that his taxes have increased 40%, and the school budget has increased by \$10 million in the 3.5 years that Chairperson Morin has been in office as Wethersfield's Mayor. Mr. Young said that the spending needs to slow down.

No one else wished to speak and the Chairperson declared the General Comments segment closed.

### COUNCIL REPORTS & COMMENTS

Deputy Mayor Fortunato reported that the Infrastructure Committee met recently to discuss improvements to the Council Chambers, as well as several drainage projects and accessible walkways throughout Town. Deputy Mayor Fortunato also reported on the recent meeting of the Library Board where discussion included the telephone switch over, furniture delivery, and the Board's endorsement of the Town's Personnel Policy. She said that there was positive feedback regarding the recent FOI workshop for all Town committee members.

Councilor Cascio announced that the Wethersfield Chamber of Commerce will be meeting this Thursday at 8:30 a.m. at their headquarters on the Silas Deane Highway.

Councilor Walsh reported that he attended the recent meeting of the Wethersfield Historical Society where a presentation and upcoming events were discussed by groups affiliated with Old Wethersfield.

Councilor Kotkin reported that at the recent Insurance Committee meeting requests for proposal for the Town's Insurance Agent were discussed and once proposals are received they anticipate forwarding two recommendations to the Town Council. Councilor Kotkin reported that the Town ended the year very favorably last year in terms of health insurance

Chairperson Morin reported that he attended the Wethersfield Historical Society meeting which included a good showing of representatives from the Village Improvement and Historical District groups, as well as others having business having to do with Old Wethersfield.

Deputy Mayor Fortunato spoke to her concern that parents continually remind and teach their children about the dangers of interactions with strangers. She said that she served on the Board of Education during the Columbine tragedy and that the Board took swift action to insure security in Wethersfield schools. Deputy Mayor Fortunato suggested to the Mayor and Town Manager that the Council have a conversation with the Wethersfield Chief of Police, the Superintendent of Schools, and other appropriate school officials regarding the safety of Wethersfield schools.

Chairperson Morin stated that he imagines that many of these issues have been addressed by the Chief of Police, the Board of Education, and the Town Manager. He thanked Deputy Mayor Fortunato for sharing her comments and concerns.

Councilor Cascio commented that the side door of the Silas Deane Middle School has finally been painted and he thanked the Town staff for attending to this, since it is important to keep on top of the maintenance to newly renovated buildings as well as older buildings in Town. Councilor Cascio commented on a distinctive odor he has noticed in the lower level of the Town Hall and questioned whether this is due to the flooding that occurred on this level during the summer. He asked the Town Manager to provide an update on this issue and she explained that when the flooding occurred, a company was hired to dry out the carpeting; however with the rubber backing on the carpeting, some dampness was left underneath. She said that last week she had an environmentalist and the Town's insurance agent come in to review the situation, stating that she believes that the carpeting should be taken up and replaced. The Town Manager said that the environmentalist agreed with this; however, she is still waiting for an opinion from the insurance agent. Councilor Cascio said that he is happy to hear that this is being reviewed since the Town has insurance coverage and the carpeting is over a hard slab floor that will absorb moisture in this important part of the building. Councilor Cascio announced that the Silas Deane Middle School Turquoise Team is seeking donations of gently used coats to donate to the Mercy Shelter. Councilor Cascio asked for an update of the recent issue regarding the installation of windows in the Wethersfield Historic District which recently appeared in the newspaper. Town Manager Bonnie Therrien said that an offer has been made to settle the particular case cited in the newspaper; however, there has not yet been agreement by both parties.

Councilor Adil announced that he attended the fundraising event for Channel 3 Kids Camp and suggested that the Town offer any assistance they can to Karen Rossi for her studios. Councilor Adil commented that he has noticed a lot of tag sale signs throughout Town and reminded residents that there is a policy in place that signs are not to be posted on telephone poles and the like. He commented that the Town will look shabby if this is allowed to go on and also reminded residents to remember to take down any signs right after their event is finished.

Chairperson Morin made a number of announcements for upcoming community events including a meeting at the Nature Center regarding the Clean Water Project for the public to learn more about MDC projects. Chairperson Morin announced that the new electronic voting machines are in and that the Town Manager will provide additional information on this later in tonight's meeting.

## **COUNCIL ACTION**

Councilor Cascio moved **"TO APPOINT LOUISE RYAN TO THE WETHERSFIELD ADVISORY COMMITTEE ON PEOPLE WITH DISABILITIES FOR THE TERM 10-2-06 TO 6-30-08"**, seconded by Councilor Kirsche. All Councilors present, including the Chairperson, voted AYE. The motion passed 8-0-0.

Councilor Adil moved **"TO APPOINT DANIEL CAMILLIERE, MICHAEL ZALESKI, PAUL THOMPSON, JOSEPH SOJA, AND LEE KUCKRO TO THE REDEVELOPMENT AGENCY FOR THE TERM 10-2-06 TO 6-30-07, 6-30-08, 6-30-09, 6-30-10, AND 6-30-11 RESPECTIVELY"**, seconded by Councilor Walsh.

Chairperson Morin said that he suggested to the Town Manager that she also appoint alternate members; however she said that she'd like to see how things go and then, if need be, she will recommend appointing alternates.

Councilor Adil said that this committee has been discussed a lot and that, by judging from the looks of the credentials of the candidates, the Town will do very well by the appointed members. He said that he looks forward to the Committee working actively with the funding the Town has received through the efforts of the EDIC and the Silas Deane Redevelopment Committee. He said that the Town can't fail now and has to move forward with the efforts that have been started.

Chairperson Morin stated that he concurs with Councilor Adil's comments and thanked all who applied to volunteer to serve on the Committee.

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

Councilor Forrest moved **"TO APPROVE THE RESOLUTION CONCERNING AN APPLICATION TO THE STATE OF CONNECTICUT TO OBTAIN LOCAL CAPITAL IMPROVEMENT PROGRAM FUNDS TO RECONSTRUCT A PORTION OF GOFF ROAD FROM NOTT STREET SOUTH ABOUT 2,500 FEET"**, seconded by Councilor Adil.

Town Manager Bonnie Therrien explained that she is pleased to see the all of the LoCIP funds from previous years being used so that the Town can obtain reimbursement from the State.

Councilor Cascio verified that the project will be to simply resurface not to actually reconstruct the portion of the road. The Town Manager answered that as far as she knows, this is the case.

Councilor Kotkin asked the Town Manager for an idea of when the project will begin. He commented that the gas company has done work along Nott Street and where they have repaved, the road has settled and he asked if the repaving of these sections could be added to the project if more funding is received. The Town Manager said that she hopes to see the project begin first thing in the Spring, and she said that she will ask Town Engineer Mike Turner to speak with CNG regarding the repaving work they did along Nott Street.

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

Deputy Mayor Fortunato moved **"TO APPROVE THE RESOLUTION TO ACCEPT OWNERSHIP OF THE LHS OPTICAL SCAN VOTING MACHINES"**, seconded by Councilor Forrest.

Town Manager Bonnie Therrien said that she is pleased that Wethersfield has been chosen as one of the Towns in the State to receive the voting machines. She said that the machines were just received today and they will be set up in the Town Hall as soon as possible so that poll workers can be properly trained.

Chairperson Morin suggested that a program be arranged by which residents could familiarize themselves with the machines prior to Election Day.

Deputy Mayor Fortunato stated that this is a wonderful opportunity for Wethersfield and has been a long time coming under the HAVA act which will allow for more seniors and those with disabilities to vote. She suggested that Channel 14 perhaps provide some sort of simulation of the voting process on the new machines.

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

Deputy Mayor Fortunato moved "**TO ACCEPT OWNERSHIP OF THE IVS VOTING SYSTEM**", seconded by Councilor Adil.

Town Manager Bonnie Therrien explained that this resolution for the IVS Voting System is for the Town to accept ownership of these voting machines which are in compliance with accessibility provisions of the Help America Vote Act.

Councilor Adil said that he wants to insure that handicap accessibility signage is posted at the polling places.

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

## **UNFINISHED BUSINESS**

None.

## **OTHER BUSINESS**

### 2005-2006 End of Year Budget Transfers

Councilor Adil moved "**TO TRANSFER FUNDS BETWEEN DEPARTMENTS FOR FISCAL YEAR 2005-2006 IN ACCORDANCE WITH THE ATTACHED BUDGET TRANSFER FORM**", seconded by Councilor Walsh.

Town Manager Bonnie Therrien explained that these should be the last of the budget transfers from last fiscal year.

Deputy Mayor Fortunato asked if the Town's fee for a second barrel should have been increased when it was set in order to cover the increase of the cost for these barrels. The Town Manager said that she will get in touch with Paine's to see if the fee should be increased for this year and she will report back to the Council. Finance Director Lisa Hancock clarified that this was not budgeted for in last year's budget because the issue with the barrels occurred after the budget had been finalized. She said that the appropriations have been put into the expenditure accounts for the current fiscal year and the revenue has been set on the general fund side as well. Deputy Mayor Fortunato verified that as the price of the barrel has been going up, this has been reflected in the budget, and that Paine's had informed the Town about the increase in the price of the barrel after the budget had been set. Ms. Hancock said that the Town was informed not only of the increase in the price, but also for the number of second barrels being purchased by residents. Town Manager Bonnie Therrien said that the costs are supposed to be covered by the residents; therefore there had to be an increase of which she was unaware. Ms. Hancock said that the revenue was received; however it was not in on the expenditure side. She said that the current budget includes this now.

Councilor Forrest referred to a memo received by Councilors dated September 22, 2006 which detailed total expenditures and revenues for fiscal year 2005-2006, and asked if the proposed budgets in the motion affect the numbers in that memo. Ms. Hancock said that the current numbers are already included in the figures in the September 22, 2006 memo.

Councilor Kirsche asked if the \$85,000 to cover increased costs in refuse disposal due to flood damage was for damage sustained at the Town Hall or private homes. The Town Manager said that it was for private homes and the Town was reimbursed by FEMA and the funds go into this year's General Fund.

Councilor Kotkin asked the Town Manager how the Town stands currently with regard to Natural Gas prices. The Town Manager said that the Town is locked in on a rate through CRCOG and a new rate, which was recently discussed by members of CRCOG, will be coming through for the new calendar year.

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

Waiver of Fees - Police Officer - Team Towanda

Deputy Mayor Fortunato moved **"TO WAIVE FIFTY PERCENT OF THE POLICE SERVICES FEE, \$134.61, FOR THE OCTOBER 13, 2006 TEAM TOWANDA FOUNDATION FUND RAISER AT THE COMMUNITY CENTER"**, seconded by Councilor Walsh.

Chairperson Morin stated that it is common practice for the Council to waive a percentage of fees for non-profit organizations.

Deputy Mayor Fortunato said that she supports the motion and pointed out that she is wearing a pink ribbon in support of breast cancer awareness month. She said that she encourages all women to take care of their health and asked if it could be found out how many mammograms are performed with the funds raised by the group and how many Wethersfield residents benefit from the program.

Councilor Walsh echoed Deputy Mayor Fortunato's comments and in reading the letter sent to the Councilors from the Team Towanda Foundation, he stated that this is a fabulous cause for women who cannot afford mammograms.

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

8-24 Review - Use of Town Fence - 381 Wolcott Hill Road

Councilor Forrest moved **"TO REFER THE REQUEST FOR USE OF A TOWN FENCE BORDERING 381 WOLCOTT HILL ROAD TO THE PLANNING AND ZONING COMMISSION FOR A REVIEW AND REPORT IN ACCORDANCE WITH §8-24 OF THE GENERAL STATUTES"**, seconded by Councilor Kirsche.

The Town Manager explained that the property owner is completing a significant landscaping renovation to the property that includes the installation of new stone walls, a new cement pool, patios, and other items and part of the Town's building code requires that fencing be installed around the pool. She said that there is currently a Town fence along the back of the property and rather than install another line of fencing in front of the Town fence, the property owner is requesting an easement for use of the existing Town fence as part of the required fencing around the pool. The Town Manager said that since this is a change in use of Town land, the Council needs to refer this request to the Planning and Zoning Commission for a report in accordance with §8-24 of the General Statutes.

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

Explanatory Text - Land Acquisition Referendum Question

Councilor Walsh moved **"TO AUTHORIZE THE ATTACHED EXPLANATORY TEST, WITH ANY CHANGES REQUIRED BY THE STATE ELECTIONS COMMISSION, FOR THE NOVEMBER REFERENDUM QUESTION"**, seconded by Councilor Forrest.

Chairperson Morin pointed out that Councilors received a revision for agenda item B.3.d.

The Town Manager explained that she and her assistant, Rae Ann Palmer, reviewed the explanatory text, sent it to the Trust for Public Land for their comments, and then sent the text to Attorney Bradley who has reviewed and approved the text. She said that Town Clerk Dolores Sassano received word from the State Elections Commission stating that the only change they are requiring is to change the label of the section "Cost to Taxpayers" to Estimated Cost to Taxpayers". She said that if the Council approves the explanatory text, it will be mailed out and posted on the Town website and in the Town Clerk's Office as soon as possible.

Councilor Adil asked if there is any way to highlight the section stating that "No land would be purchased or debt issued until a specific purchase is approved by the Planning and Zoning Commission and the Town Council." The

Town Manager stated that this sentence could be printed in bold in order to highlight it.

Chairperson Morin verified with Council members that they agree with printing this sentence in bold lettering and there was agreement.

Deputy Mayor Fortunato suggested that under the heading of "Estimated Cost to Taxpayer" the fourth bullet be reworded as "up to \$4,000,000 Net Project Cost". The Town Manager said that this can be done.

Chairperson Morin encouraged residents to obtain as much information as they can regarding the referendum question and the explanatory text and advised them not to hesitate to contact the Town Manager with any questions they may have. He said that members of the Conservation Commission along with many residents are working hard to support the referendum question.

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

#### Bond Fund Transfer - Police Station to Town Hall/Library Project

Councilor Adil moved "**TO TRANSFER \$41,551.34 FROM THE POLICE BUILDING PROJECT ACCOUNT TO THE TOWN HALL/LIBRARY RENOVATIONS CONTINGENCY ACCOUNT**", seconded by Councilor Forrest.

Town Manager Bonnie Therrien explained that Council had approved a similar motion at their last meeting; however there is one account regarding a contracting company that had not been given to the Council yet and the funding will be going over to the Phase I Contingency account. She said that this transfer closes out the Police Building Project account and that the funding can be used for Phase I work only.

Council Adil commended the Building Committee for doing such a fine job with the funding provided them and stated that the transfer of \$41,000 will go a long way in finishing up Phase I work.

Councilor Kirsche asked the Town Manager what the current balance in the Town Hall/Library Renovations Contingency account will now be. She said that she estimates the balance to be approximately \$100,000-\$150,000, but that she will check and verify the amount.

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

#### Waiver of Fees - Columbus Day Parade

Councilor Forrest moved "**TO WAIVE FIFTY PERCENT OF THE SHOWMOBILE RENTAL AND LABOR FEES IN THE AMOUNT OF \$400 FOR THE COLUMBUS DAY PARADE**", seconded by Deputy Mayor Fortunato.

Chairperson Morin announced that there will be a reception held on Saturday, October 7 from 6:30-11:30 p.m. at Hartford City Hall and that Wethersfield is helping with the festive Columbus Day parade to be held in Hartford on Sunday, October 8 starting at 10:30 a.m. at the intersection of Franklin and Maple Avenues.

Councilor Cascio referred to a memo stating that if the labor fees are waived, Wethersfield's Physical Services overtime budget could sustain a shortfall, and he asked for an explanation of this. The Town Manager explained that if Council waives the labor fees, Physical Services may have an overtime shortfall, since there is not money budgeted for any fee waivers in the overtime budget of Physical Services.

Chairperson Morin asked if the Council could waive the Showmobile fees and not the labor fees. The Town Manager said that this would be fine.

Councilor Cascio stated that this is what he thought the Town was asked to do and that this would be his recommendation.

Deputy Mayor Fortunato moved **"TO WAIVE 100 PERCENT OF THE SHOWMOBILE RENTAL IN THE AMOUNT OF \$350 FOR THE COLUMBUS DAY PARADE"**, seconded by Councilor Forrest.

Councilor Cascio asked if the group renting the Showmobile is required to have insurance in case any damage is sustained during its use. The Town Manger said that she will make sure that this is the case.

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

## **BIDS**

### Highcrest School Asbestos Abatement

Councilor Walsh moved **"TO AWARD THE CONTRACT FOR ASBESTOS ABATEMENT AT HIGHCREST SCHOOL IN ACCORDANCE WITH TOWN AND BID SPECIFICATIONS TO BESTECH, INC. OF CT, IN THE AMOUNT OF \$23,500"**, seconded by Councilor Forrest.

The Town Manager explained that the 2006-2007 Capital Budget includes \$25,000 of funding to hire a contractor to perform asbestos abatement at Highcrest School. She said that Town staff prepared specifications and bid packages were either mailed or requested by forty seven prospective bidders. She said that nine responses were received; ten bid notices came back as undeliverable, five potential bidders are too busy, one felt the job was too small, and one bidder does not do abatement. The Town Manager said that the remaining twenty one firms did not respond to the Town's requests for information about why they did not bid; however she will provide Councilors with this information as it is received.

Councilor Adil verified with the Town Manager that she is going to establish a policy whereby if a potential bidder does not reply and does not provide an explanation; the Town will stop sending bid notices to that vendor. The Town Manager said that this may not happen with the first time a bidder does not respond; however, she has to develop such a policy to save on postage for the Town.

Councilor Cascio asked if Bestech, Inc. has done work for Wethersfield in the past. The Town Manager answered that she is not aware that they have; however reference checks have been performed. Councilor Cascio asked if Wethersfield will have someone checking on Bestech's work, and the Town Manager answered that the Town has an environmentalist who will be checking the work.

Councilor Walsh asked when the asbestos abatement work will take place. The Town Manager said that normally the work is performed when the schools are on a break, and she will confirm this with the Superintendent of Schools. Councilor Walsh confirmed with the Town Manager that this is the final assessment for asbestos abatement at Highcrest School and she verified that this is correct.

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

### Air Conditioners - Emerson Williams School

Councilor Adil moved **"TO AWARD THE CONTRACT TO INSTALL NINE REPLACEMENT AIR CONDITIONING UNITS, IN ACCORDANCE WITH TOWN AND BID SPECIFICATIONS TO TITAN MECHANICAL, IN THE AMOUNT OF \$97,354"**, seconded by Councilor Kotkin.

The Town Manager explained that the 2006-2007 Capital Budget includes \$100,000 of funding for the purchase and installation of replacement roof top air conditioners for Emerson Williams School. She said that twenty-nine bids were released and only one response was received. The Town Manager stated that fourteen of the twenty-eight non-

responding vendors answered the Town's request for information as to why they did not bid, three were unable to connect with Board of Education staff to look at the school and existing units, one bidder missed the submission deadline, three vendors were too busy, one does not work in this area, one didn't have enough time to prepare the package, one could not complete the job on time, and four said they did not see the bid package. She said that Titan Mechanical is able to furnish nine of the ten air conditioners within the funding allocation and within the allotted time frame, and that the Board of Education is asking that Council approve the nine units and they will request the tenth, larger unit during the next budget.

Councilor Cascio asked if it is easier or cheaper to bid out for air conditioning during the fall and winter months. The Town Manager replied that she would think that vendors wouldn't be as busy during these months; however Mr. McCarthy stated that it is important to get these units in as soon as possible. Council Cascio asked if the work will begin as soon as approved by the Council, and the Town Manager answered that this is correct. Councilor Cascio asked if the project will take place while the students are on vacation, and the Town Manager said that she will have to check on this. Councilor Cascio verified that there is a guarantee contract provided with the HVAC units to be installed. The Town Manager said that this is correct and that she will check the time limits of the warranty.

Councilor Kirsche asked the Town Manager if the Town could possibly be forgoing a volume discount if the purchase of the tenth unit is deferred until next fiscal year. The Town Manager said that she is not sure of this since the tenth unit is completely different from the sizes of the other nine units.

Deputy Mayor Fortunato asked if there is a better way to communicate to the school custodian that during the bidding time, he/she needs to be aware that there may be calls from vendors coming in to them. The Town Manager said that she will have to check with Mr. McCarthy on this.

Councilor Kotkin asked the Town Manager if she knows how much of the job entails the one air conditioning unit that is not being accepted at this time. The Town Manager said that she does not know; however, she estimates it to be approximately forty percent of the job. She said that she will verify this.

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

#### Washed & Screened Sand

Councilor Forrest moved "**TO AWARD THE CONTRACT FOR WASHED AND SCREENED SAND FOR ROADWAYS TO AMERICAN INDUSTRIES AND MACCLAIN TRUCKING. THE COMBINED BID AWARDS ARE NOT TO EXCEED \$35,000**", seconded by Councilor Cascio.

Town Manager Bonnie Therrien explained that the 2006-2007 budget includes \$35,000 of funding for the purchase of washed and screened sand to maintain safe roads in the winter. She said that Town staff recommends the two lowest bidders so that if the lowest bidder does not have enough sand or cannot deliver in a timely manner, the Town can go to the next bidder to insure that there is an adequate amount of sand when necessary. She said that Town Engineer Mike Turner and Assistant Physical Services Director Jim McDonald will be reporting to the Council at the next meeting regarding alternative methods of snow removal to be tested in a small section of Town this winter.

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

#### **ORDINANCES, RESOLUTIONS, APPOINTMENTS FOR INTRODUCTION**

None.

#### **MINUTES**

Councilor Kotkin moved "**TO ACCEPT THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 18, 2006**", seconded by Councilor Cascio.

Councilor Walsh amended the minutes to read "Councilor Walsh" in the second paragraph on page 13743 rather than Councilor Drake.

Councilor Adil amended page 13735 to read that the Beautification Committee Chairperson is "Dick Prentice" rather than Dave Prentice.

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

## **ADJOURNMENT**

At 8:20 p.m., Councilor Adil moved "**TO ADJOURN THE MEETING**" seconded by Councilor Walsh.

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

Dolores G. Sassano  
Town Clerk

*Approved by vote of Council 10/16/2006*