

[NOTE: These minutes are made available to the public prior to Town Council acceptance.]

---

## **OCTOBER 18, 2004 REGULAR MEETING**

The Wethersfield Town Council held a meeting on October 18, 2004 at 7:00 p.m. in the Council Chambers of the Town Hall.

Present: Councilors Adil, Czernicki, Forrest, Fortunato, Hemmann, Montinieri, Deputy Mayor Karangekis and Chairperson Morin.

Absent: Councilor Cascio

Also present: Rae Ann Palmer, Assistant to the Town Manager, and Dolores G. Sassano, Town Clerk.

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

### Presentation of Emergency Operations Center Needs - Richard Fippinger

Mr. Richard Fippinger, Emergency Management Director for the Town of Wethersfield, discussed the present state of Emergency Planning & Services in Wethersfield. He said that federal funding has increased recently and that the Department of Homeland Security has been created to improve and coordinate a national response to terrorist acts and natural disasters. Mr. Fippinger explained that the recent publishing of a National Incident Management System (NIMS) has set up a countrywide standard operating procedure, process, and language, which will be used at all levels of government and among all emergency responders and supporting departments and agencies. He said that the Emergency Command Center is the single most important component of the Incident Command System as the most critical decisions are made in it regarding command and control functions and facilitating the follow-up payments for damage claims for the Town and its citizens by FEMA and other government agencies. Mr. Fippinger said that the Emergency Command Center guarantees that the Town Manager will have full control of a developing situation and will be able to coordinate from it assistance from regional, state and federal units if they are required. Mr. Fippinger stated that Wethersfield's future funding can be impacted by its compliance with NIMS since starting October, 2004 federal grants and funds available to local communities will be given based on the introduction and compliance with NIMS according to a federal schedule. He said that Wethersfield is off to a good start with NIMS, but lags behind in some critical areas of emergency planning implementation. Presently Wethersfield is weakest in responding as a well-drilled team to larger events over an extended period of time. Mr. Fippinger said that Wethersfield's shelter program needs also to be brought up to date and strengthened. Mr. Fippinger said that the pooled regional Department of Homeland Security grant funds totaling more than \$1,447,000 will be spent to improve regional radio systems, to purchase needed electronic equipment and to fund an aggressive series of training activities which will strengthen the regions' response capabilities. Mr. Fippinger said that the Town does not currently have an equipped functioning Emergency Command Center. He said that the Town Manager's Conference Room would be inadequate to accommodate the needed radio communications equipment, data, maps, white boards, office chairs, and tables necessary to stock an active Emergency Command Center. Mr. Fippinger said that the funding from the Department of Homeland Security may not be available until March, 2005. He said that he feels it unwise to delay the preparation of the Emergency Command Center until that time. He said that if the funding is delayed, he will be forced to request that the Council release \$15,000 to begin the Emergency Command Center project because it is badly needed and is a primary component of the Wethersfield Emergency Plan. Mr. Fippinger said that the stocking of Wethersfield's primary shelter also needs to be addressed. He stated the five goals presently in place for Wethersfield's Emergency Management Services are as follows:

- To raise emergency management visibility and effectiveness
- To properly budget and fund Emergency Management services
- To maximize the flow of available government funds to Wethersfield

- To create and equip a Wethersfield Emergency Command Center
- To communicate with the public, private, and commercial sectors to build a volunteer base in the community to help with extended operations

Councilor Fortunato asked if the training activities involve volunteers from the community or if they are solely for emergency professionals. Mr. Fippinger said that there is a national program called Topoff which will focus on the waterfront area in Connecticut. Anyone from any Town in the State can participate in the exercises offered. Also, at least one significant training exercise will be held in each Town during the year.

Councilor Hemmann asked Mr. Fippinger if he has a specific location in mind for the Emergency Operations Center (EOC). Mr. Fippinger said that the present location, as deemed by the Town Manager, is the Council Chambers.

Councilor Montinieri asked Mr. Fippinger if a primary shelter has been identified. Mr. Fippinger said that the procedure to do this is very formal and is performed by the Red Cross who has a stipulated set of requirements. He said that the primary shelter being used is the Pitkin Community Center.

Councilor Czernicki asked Mr. Fippinger to explain some of the ways that the Council Chamber will need to be revised to accommodate the needs of an EOC. Mr. Fippinger said that the equipment will need to be portable and storable in most instances, with the exception of the wiring of the radios which is the key component of the EOC. Councilor Czernicki asked Mr. Fippinger what preparation has currently taken place at the Community Center. Mr. Fippinger said that unfortunately there are only six cots and six blankets at the Community Center, which was an acceptable procedure in the past but no longer is adequate.

Councilor Fortunato asked if there is a generator at the Community Center. Mr. Fippinger said that there is a working generator at the Community Center. He said that it is being discussed to move the primary shelter to the Wethersfield High School because of the availability of showers and food services there. The drawback of this location is that it will intrude on the daily activity of Wethersfield children. Councilor Fortunato asked how the renovations to the Town Hall will impact the use of the Council Chambers as the EOC. Mr. Fippinger said that Town Engineer Mike Turner has informed him that the Council Chambers will undergo minimal renovations and will not be in the primary construction area; therefore it will continue to be accessible during the construction phase. If this does not work out, the Town Manager has already planned for the use of the Police Station as site B, and Kelleher Court as site C.

Councilor Hemmann asked if there are shower facilities at the Community Center. Mr. Fippinger said that there are none.

Chairperson Morin thanked Mr. Fippinger for his hard work and verified that the Town is waiting to hear from the Red Cross regarding items required to be stocked for the shelter. Mr. Fippinger said that the Red Cross will provide a standardized list which he may embellish to accommodate local needs.

#### Proclamation - National White Cane Safety Day

Chairperson Morin presented a proclamation from the National Federation of the Blind to Frank Meunier proclaiming the month of October, 2004, as National Federation of the Blind MEET THE BLIND MONTH urging all citizens of Wethersfield and surrounding areas to accept the invitation to meet members of the National Federation of the Blind, the voice of the nation's blind. Mr. Meunier, on behalf of the National Federation of the Blind and of the blind people in the U.S., spoke of recent technological advancements that have been made and are being made for the blind. These include the National Federation of the Blind's job line, news line, telephone internet access, digital talking books, and talking objects such as clocks, watches and other talking items. Mr. Meunier said that the National Federation of the Blind State Convention will be held on October 5, 6 & 7 at the Ramada Inn in Shelton, Connecticut.

Councilor Adil moved **"TO REMOVE ITEM B.2.a FROM THE TABLE AND TO REMOVE ITEM 5.a FROM THE AGENDA"**, seconded by Councilor Czernicki. All Councilors present, including the Chairperson, voted AYE. The motion passed 8-0-0.

#### PUBLIC COMMENTS

## HEARING

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

## GENERAL COMMENTS

Ron Zdrojeski, 68 Old Common, spoke of the way that passion can interfere with civility and politeness. He said that he is troubled by the allegations of corruption brought against a current Council member. He said that these accusations should not be made lightly. Mr. Zdrojeski said that the Wethersfield Taxpayers Association, Inc., when first formed, performed a valuable service to insure that the Council and Town Staff go through a financial vigor in analyzing the Town's financial matters and in some ways continues to do this. He said that he feels that part of the Wethersfield Taxpayers Association, Inc.'s current goal is for the Town not to spend money at all. Mr. Zdrojeski commented that the Police Facility is one of which the residents of Town can be proud. He said that the Town Hall/Library needs to be addressed in such a way to make it also a Town building of which the residents can be proud. He urged the community to support the referendum for renovations to the Town Hall building.

Kelly Weinberg, 480 Brimfield Road, spoke in support of the installation of sidewalks on Mapleside Drive as an important safety move on behalf of Wethersfield children. Ms. Weinberg said that she understands the financial concern of the residents on Mapleside Drive; however she would like to see the Town allow for a payment plan for these residents. Ms. Weinberg submitted a petition to the Council with signatures of residents in favor of the sidewalks on Mapleside Drive.

Gloria McLean, 38 Midwell Drive, said that she understands the need for sidewalks on Mapleside Drive and spoke in support of their installation. Ms. McLean stated that she is worried about the tone of the Council meetings and the need for manners and civility. She urged citizens who speak at the Council meetings to stop berating the Council members as this does not seem to accomplish anything. Ms. McLean said that it costs money and that sometimes taxes must increase in order for the Town to thrive.

Darlene Achilli, 39 Mapleside Drive, thanked the Council for reviewing the sidewalk ordinance to clarify the liability of the residents for the cost of sidewalk installation. Ms. Achilli addressed the safety issue on Mapleside Drive, with or without sidewalks. She said that parents need to be urged to drop their children off at the Emerson Williams School rather than along Mapleside Drive. Ms. Achilli suggested that if sidewalks are not installed along Mapleside Drive, that at least a sidewalk be installed along the property known as 448 Wells Road in order to provide approximately 120 feet of sidewalk for children approaching Wells Road.

Judy Emmick, 88 Westway, stated that she cannot apologize for her anger in making comments at the last meeting; however she does wish that she had chosen a different form to express her opinions. She clarified that she did not use the term "corrupt" to describe the people, but rather the process of installing lights at Cottone Field. She said that she may not agree with the Council's decisions on the project, but she will never disrespect the position the Council members hold in Town or who they are as people. Ms. Emmick said that she appreciates the closing of the gate on Westway and that most of the traffic now appears to be curiosity seekers. Ms. Emmick said that the usage of the field has increased to seven days per week at this time. She commented on the additional costs for maintenance of the field which seems to indicate that there was a lack of planning and asked the Town Manager to provide a breakdown for the early maintenance of the field.

John Harvey, 51 Clark Ridge Road, commented that he and his wife Nancy support the sewer project going forward. He said that the project should not be delayed any longer.

Ron Rodd, 88 Westway, spoke of the Board of Education's recent approval of the lighting at Cottone Field and stated the conditions that he has suggested be present before such approval is given. Mr. Rodd spoke of an application to the Zoning Board of Appeals for a variance permitting field lighting at Cottone Field. Mr. Rodd has requested that the Board of Education rescind their approval for field lighting and was told by Chairperson Hodges that she would not entertain a dialog on the matter based on public comment alone. Mr. Rodd said that he is concerned about the communication breakdown between the Town and the Board of Education. He urged the Council and the Town

Manager's Office to provide a complete disclosure regarding the Town's plans to proceed to a final approval for lighting of Cottone Field. Mr. Rodd said that if the plan does not include a prompt approval, he urged the Council to suspend their approval and wait until a committed plan exists before proceeding.

Kay Diamond, 135 Mapleside Drive, mailed a letter to Councilor Czernicki requesting that she read it at the Council meeting. Councilor Czernicki proceeded to read the letter which expressed Ms. Diamond's concerns that citizens comments at Council meetings seem to be falling on deaf ears, especially relating to senior citizens. Ms. Diamond's letter addressed the issue of sidewalks on Mapleside Drive and Councilor Adil's recent comment that a scientific study has been done justifying the sidewalks. Ms. Diamond said that the scientific study apparently did not take into consideration the obstacles on the west side of Mapleside Drive. She stated that the issue is not only the cost of the sidewalks, but the maintenance of them as well. She said that this will pose a financial burden on the citizens.

Joe Frutuoso, 492 Church Street, commented on the proposed paving of Church Street stating that the contractor who performed work on Church Street this past summer should be responsible for the costs. Mr. Frutuoso asked if there is a process by which he can obtain answers to questions he has regarding Town issues. He said that most times he does not receive any answer to e-mails he sends to the Town Manager, Council members, or Board of Education members. Mr. Frutuoso requested that the minutes of many Town committees be updated on the Wethersfield website since they have not been since May.

Frank Meunier, 117 Wells Road, thanked the Council for their efforts on behalf of the disabled in Wethersfield. He commented that there are many overhead branches that hang into the walking path of some sidewalks in Town and requested that these be trimmed. Mr. Meunier requested that a program be developed which will provide service to the disabled and seniors to get to and from church.

Margaret Hunt, 26 Westlook Road, commented on the Nott Street project. She asked how much money this project will continue to cost the Town of Wethersfield. She also asked when the project is now expected to be complete as she is getting tired of having to drive around the block. She suggested that another update meeting be held to answer residents' questions and concerns. Ms. Hunt said that the parents need to take more responsibility for the safety of their children with regard to the sidewalk issue on Mapleside Drive. She said that if the Town feels that the installation of sidewalks is necessary because of a safety issue, the Town should foot the bill for the costs.

June Wilcox, 125 Mapleside Drive, spoke in opposition to the sidewalk installation on that street and the danger of ice pockets being formed due to water seepage onto the sidewalks.

Robert Young, 20 Coppermill Road, spoke on the topic of old fashioned values and how some on the Council have lost these values. Mr. Young commented on the expense of the additional equipment needed for the maintenance of Cottone Field. He said that these items should have been discussed when the project was being brought forward. Mr. Young spoke of his concern for the residents of Westway and further out, should the lighting be installed at Cottone Field.

Rocco Orsini, 95 Broad Street, spoke on behalf of the Wethersfield Taxpayers Association, Inc. He responded to Mr. Zdrojeski's comment that the Wethersfield Taxpayers Association, Inc. does not like to spend money. He said that the taxes in Wethersfield have doubled in the past ten years and the Association has supported the renovations to the Silas Deane Middle School, and both the Webb and Stillman Buildings. He said that the Association did not support the new Police Facility due to the cost, it was not part of the Strategic Plan, and it did not fit in with the Town Center concept. He said that the Association felt it better that this money be put into the school system. Mr. Orsini said that the Wethersfield Taxpayers Association, Inc. does not support the referendums on renovations to the Town Hall, Wethersfield roads and sidewalks, and approval of the Charter Revision. He said that Wethersfield needs to take a time out from spending and take time to have the project at Town Hall and the roads done right. Mr. Orsini said that the question of a budget referendum should be on the ballot for the Town's people to decide on. He stated other topics of which the Wethersfield Taxpayers Association, Inc. believes that the Charter is flawed. Mr. Orsini said that the Association is very disappointed by the loss of the public comment at the end of Council meetings and believes that all public meetings should allow for at least five minute public comment at both the beginning and the end of the meeting.

George A. Ruhe, 956 Cloverdale Circle, spoke of the serious problem relating to the lack of flu shots in Wethersfield

and surrounding communities. Mr. Ruhe asked Health Director Paul Hutcheon what Wethersfield is doing for seniors to participate in flu clinics offered at Town retail sites. Mr. Ruhe suggested that Town facilities be made available for flu clinics. Mr. Ruhe questioned why Poland Spring water is being delivered to the Police Facility. He said that this seems to be an extra expense the Town could live without. Mr. Ruhe commented on the use of civility not only inside, but also outside the Council Chambers. He commented on the Council's responsibility to not only act on information provided by Town Staff, but also on their own intellectual assessment.

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

### COUNCIL REPORTS & COMMENTS

Councilor Fortunato reported that she attended the Shared Services Committee meeting on October 12 and discussed the facilities maintenance plan currently being drafted by the Board of Education and Town Staff. She said that the Munis proposal was also discussed to assess recommendations made. Councilor Fortunato said that a communications plan has been discussed to facilitate the enhancement of communications between the Town and the Board of Education.

Councilor Montinieri reported that the Board of Education held an informational meeting on redistricting and has provided a map outlining the tentative new districts. She said there will be a follow-up meeting on October 21 at Wethersfield High School. Councilor Montinieri said that she attended the ground breaking for the new Skate Park last weekend and that she is proud of the young people and Senator Fonfara for their efforts in bringing the project to fruition.

Councilor Adil reported that he, Chairperson Morin, and Councilor Forrest attended the EDIC realtors' breakfast and that there was a good presentation made by Town Planner Peter Gillespie. He said that the EDIC stressed the importance of the work required on both the Town Hall and the Library.

Councilor Hemmann said that she attended the Town Hall Building Committee meeting along with Councilor Adil and Councilor Czernicki.

Councilor Czernicki reported that she and Councilor Cascio attended the Strategic Plan public hearing and that it was, unfortunately, poorly attended. She said that the Committee has been working hard to meet every two weeks and has identified eighty stake holders they thought would have relevant information for the Strategic Plan. She said that letters were prepared and the Committee was told that the Town could not afford to send out the eighty letters. She asked that this be looked into as it was hoped that the letters would have gone out before the public hearing, which did not happen. Chairperson Morin said that he will ask the Town Manager to look into this.

Councilor Czernicki said that she has received phone calls regarding the posting of the minutes of the Charter Revision Commission. She said that these minutes do not show up on the website and she was asked if the attendees of Council subcommittee meetings are listed and if the minutes of these meetings need to be available under FOI. Town Clerk Sassano said that minutes submitted to her office are filed and available to the public. She said that the requirement is that the minutes are to be submitted within seven days and that many of the subcommittees do not have a secretary to record the minutes; therefore it is left up to the respective Department Head to do so. Councilor Czernicki requested that the appropriate staff be reminded of the seven day requirement so that the minutes will be available to the public. Councilor Czernicki asked, regarding the Nott Street project, what the difference is between the terms "buttoned up for winter" and "finished project" as she is concerned about vehicles using the Crest Street detour during inclement weather. Councilor Czernicki again asked for a list from the MDC of possible solutions and their costs to arrive at zero discharge of CSO's into the Wethersfield Cove. She asked where this issue stands since the Town does not seem to be receiving any information from the MDC in a timely fashion. Chairperson Morin said that the MDC has been informed that Wethersfield would like to see the report from their consultant. After this, it can be determined what direction will be taken to result in the cleaning of the Cove. Councilor Czernicki also asked again about an update of the Pyquaug Open Space item and why it is no longer appearing on the agenda. She asked that the Town Manager be reminded of this. Councilor Czernicki said that the installation of sidewalks on Mapleside Street appears to be a very touchy situation in as far as there is a safety issue present. She suggested that the Town Manager discuss the problem with the

Police Department's Traffic Division to address the safety issues regardless of whether the sidewalks are approved or not. Councilor Czernicki again asked Chairperson Morin if he has information on the revenues of the recent golf tournament and the disbursement of the same. She said that she is asking because the public has a right to know the amounts since there was the intent that funds would be disbursed to the Town's Social Services Department. Also, since Chairperson Morin lent his name to the charity event, all Councilor's are implicated in the fact that the dollar amounts are not getting out to the public.

Councilor Hemmann asked if any information has been received regarding the Town's recent award of the STEAP Grant. She was told by Ms. Palmer that no information has been received yet.

Councilor Adil stated that Mr. Gillespie has been communicating with the State weekly and has said that the Town cannot spend the money until the parameters for such are received.

Councilor Fortunato commented that her computer at home has been infected by a virus through an e-mail sent from the Town Hall. She said that she has finally gotten the computer up and running again and has had the opportunity to catch up on her e-mails. She said that one was sent to her regarding the speeding traffic on Russell Road. She asked that this be addressed through the Traffic Commission. Councilor Fortunato commented that it is important for the public to put comments made by Council members into the proper context in which they were made. Councilor Fortunato requested that the Council be given the opportunity to hear from the Town's Health Department regarding the flu vaccine shortage.

Councilor Adil noted that Mr. Meunier was late to the meeting because he had difficulty finding his way around the Town Hall, which is not handicap accessible. He said that the Council Chamber's platform is also not handicap accessible. Councilor Adil commented on the intolerable heat in the Council Chambers and said that these are examples of how necessary it is to renovate the Town Hall, both inside and out.

Councilor Montinieri stated that she actually sat at Mapleside Drive and Wells Road one morning to observe the traffic situation first hand. She said that she intends to visit again at the time school is let out in the afternoon. Councilor Montinieri also spoke to the civility issue that has been raised during Council meetings. She said that she is appalled at what the Council members are subject to at the Council meetings. Councilor Montinieri said that she understands how anger and passion can take hold at meetings; however the way comments are made with pointed fingers and accusations of the Council causing the public abuse and pain are unfair and uncalled for. She reminded the public that the Council is composed as is, as a reflection of the election of the community. Regarding the renovation of the Town hall, Councilor Montinieri said that the public needs to look at the Stillman Building as an example of how a building can look the same outside, but be drastically improved inside. With regard to the Charter Revision and request for a budget referendum, Councilor Montinieri said that the Council spends approximately 37 hours on budget deliberations, plus time spent at home. She said that she feels that any member of the public willing to spend 40+ hours reviewing the budget is entitled to vote on it.

Chairperson Morin submitted to the Town Clerk a letter he received from Woodrow Warren, 9 Nutmeg Circle, concerning the Wethersfield Country Club and the utilization of their property. He said that he received an e-mail from Denise Brunelle voicing her opposition to the Clarkridge Road project. Chairperson Morin reminded the community to report to the Town Manager any branches obstructing sidewalks throughout Town. Chairperson Morin asked Ms. Palmer to facilitate a status meeting on the Nott Street project. Chairperson Morin introduced Paul Hutcheon, Director of Health for the Central Connecticut Health District who stepped forward to give an update of the flu shot shortage.

Mr. Hutcheon said that the Town was intending to purchase 4,000 doses of influenza vaccine through the Capital Region Purchasing Council's competitive bid process; however the vendor is now out of the business. Because of this, Connecticut has been hit exceptionally hard. He said that the American Lung Association is listing clinics on their website. Mr. Hutcheon said that he does not expect the ability to obtain a flu shot to improve in the near future. He said that the Center for Disease Control is working with a vendor to distribute nationwide 22 million doses of the influenza vaccine which has been stocked. Mr. Hutcheon said that Wethersfield is on the list; however how much and when this will be received still remains to be seen. Prior to holding a public clinic, the highest of the high risk within

the Health District are to receive their vaccines. Chairperson Morin asked if there are any other options for the residents of Wethersfield. Mr. Hutcheon said that he is currently essentially prohibited from purchasing any vaccine. He said that all providers are, at this time, focusing on the high risk population.

Councilor Adil asked if the Town could offer the Community Center as a location for a private group to use to distribute flu vaccines. Mr. Hutcheon said that this could be considered; however the guidelines for use of a Town building by a for-profit agency would need to be looked into.

Mr. Ruhe said that Mr. Hutcheon cannot control the supply of the vaccine; however he'd like to see that facilities are made available so that the elderly and frail do not have to stand out in the cold in line waiting for a vaccine.

Councilor Fortunato asked if it is too soon to talk about medical advisories in terms of cleanliness and how to decrease the spread of germs. She asked if there is talk of even canceling various events. Mr. Hutcheon said that there have already been press releases by the Connecticut Department of Public Health to educate the public on ways to lessen the spread of influenza.

Councilor Forrest spoke of the inhaled vaccine and asked for the status of this. Mr. Hutcheon said that this type of vaccine does not work well with the primary population served by the Health District because it is geared toward the healthy adult rather than the elderly and chronically ill.

### COUNCIL ACTION

Councilor Czernicki moved **"TO ACCEPT THE RESIGNATION OF JON VINING FROM THE ECONOMIC DEVELOPMENT AND IMPROVEMENT COMMISSION AND TO ACCEPT THE RESIGNATION OF SCOTT L. MURPHY FROM THE PLANNING AND ZONING COMMISSION"**, seconded by Councilor Adil. All Councilors present, including the Chairperson, voted AYE. The motion passed 8-0-0.

### 2004 Homeland Security Grant

Deputy Mayor Karangekis moved, **"TO AUTHORIZE THE TOWN OF WETHERSFIELD TO ADMINISTER THE FY 2004 HOMELAND SECURITY GRANT FUND THROUGH A COOPERATIVE SUB-STATE REGIONAL ARRANGEMENT AND TO AUTHORIZE TOWN MANAGER BONNIE THERRIEN TO SIGN A CONTRACT BETWEEN THE TOWN OF WETHERSFIELD AND THE REGIONAL ORGANIZATION"**, seconded by Councilor Czernicki.

Councilor Czernicki asked if this memorandum of understanding will also insure that Wethersfield will receive a specific amount of funding for an Emergency Operation Center. She was told that this is correct.

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

### LoCIP Grant - Church Street

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 CHURCH STREET FROM SILAS DEANE HIGHWAY TO MAIN STREET"**, seconded by Councilor Czernicki. All Councilors present, including the Chairperson voted AYE. The motion passed 8-0-0.

### UNFINISHED BUSINESS

#### Blasting General Guidelines

Deputy Mayor Karangekis moved, **"TO APPROVE THE GENERAL GUIDELINES FOR BLASTING IN THE TOWN OF WETHERSFIELD FOR USE WITH ALL PROJECTS REQUIRING BLASTING"**, seconded by Councilor Fortunato.

Councilor Fortunato clarified that letters will go out to property owners within 300 feet of the blasting site. She was told that this is correct. She asked if the State guidelines are 250 feet and was told that this is also correct. Councilor Fortunato said that she is happy to see these guidelines come forward and that the Town has learned from the Nott Street project that it is important to have two way communications with the residents.

Councilor Adil moved, **"TO AMEND THE MOTION BY DELETING THE WORDING IN ITEM #9 'AND FINES WILL BE ISSUED. (THERE IS NOT MECHANISM IN PLACE FOR US TO ISSUE FINES. ALL I CAN DO IS REVOKE THE PERMIT).'"**, seconded by Councilor Forrest.

Councilor Czernicki asked the Fire Marshall to clarify the difference between items #9 and #10. Fire Marshal Gary Santoro said that item #10 limits the blaster to a number of holes to be blasted at any given time so as to minimize any damage.

Councilor Adil retracted the portion of his amendment to completely delete item #10.

Councilor Czernicki stated that the Public Safety Committee in conjunction with the Fire Marshall and the Town Attorney has come up with ten items that cover fairly successfully the issues presented to the Town associated with blasting in the past. The proposed guidelines protect the citizens of Wethersfield as best as possible.

Councilor Montinieri asked the Fire Marshal why the blasting stops at 3:30 p.m. He answered that there are school busses around at that time of day and he does not want to endanger the children at all. Councilor Montinieri asked if Attorney Bradley's concerns regarding permits and insurance when this was proposed as an ordinance are no longer an issue since these are now guidelines. Fire Marshal Santoro said that these issues are already mandated by the State. Councilor Montinieri asked if the blasting permit issued by the Fire Marshal is different than the Town giving permission to blast. The Fire Marshal said that the State requires that a permit must be issued. He said that the signing of the permit lies solely with the local Fire Marshal who takes direction from the Town Manager who takes direction from the Town Council.

Councilor Montinieri pointed out that although these blasting guidelines were not in effect during the Nott Street blasting, the bid specs of January, 2002 clearly defined the blasting procedures. The Fire Marshal said that he was not consulted and the blasting procedures were put into the bid by the consultant hired by the Town.

Councilor Fortunato clarified that these guidelines will be included in Requests for Proposal that go out to blasting vendors. Fire Marshal Santoro said that this is true. Councilor Fortunato asked if the Town has the ability to assess fines with these guidelines. The Fire Marshal said that there would not be a fine but rather the issuance of a summons by the Police Department through the Fire Marshal.

Councilor Forrest said that the fines do not seem to be an issue at this time since the amended motion removes them from the guidelines. Councilor Forrest asked if the 3:30 p.m. time restriction is lifted during any summer months when school is not in session. The Fire Marshal said that it is best to put the time in the guidelines as year round and then allow it to be flexible. He said that on top of the bussing issue at that time, residents are beginning to arrive home from work at this time and don't want to have to deal with blasting. Councilor Forrest questioned whether this time restriction could end up costing the Town more money because it is cutting down on blasting time, but said he will rely on the Fire Marshal to use his best judgment with the Town in mind.

Deputy Mayor Karangekis asked if there are specific criteria for a blasting violation in order for the Police Department to issue a summons. The Fire Marshal said that this would follow the standard procedure that he currently uses for any violation.

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

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

#### OTHER BUSINESS

### Budget Transfers - 2003/2004

Councilor Forrest moved **"TO APPROVE BUDGET TRANSFERS FOR 2003-04 AS DETAILED ON THE REPORT ENTITLED 'BUDGET AMENDMENTS JOURNAL ENTRY PROOF'"**, seconded by Councilor Adil.

Councilor Adil asked if there are any 2004-2005 monies involved in the transfers. Finance Director Lisa Hancock said that the transfers were mostly to correct small accounts.

Deputy Mayor Karangekis said that this has happened in previous years. The Finance Director said that this is common in most communities for which she's served. She said that a policy has been put into place that will help to alleviate the number of transfers at year end.

Councilor Hemmann asked if the Dial-A-Ride and Nutritional Lunch Program are included in the table. Ms. Hancock said that they are. Councilor Hemmann asked if these programs are being watched more closely, especially with regard to the number of participants. Ms. Hancock said that this type of issue will be addressed in the new policy.

Councilor Fortunato suggested that letters be sent to vendors asking them if they anticipate increases in salaries or operational expenses. This would be a corrective way to get a heads up on the increases. Ms. Hancock said that she would like to have this included in the budget process.

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

### Transfer of \$2,960 from the Contingency Account to Finance - MUNIS Software Yearly Maintenance

Councilor Adil moved **"TO TRANSFER \$2,960 FROM THE CONTINGENCY ACCOUNT T1910900-5250 TO FINANCE ACCOUNT T1061-5225 3330 TO COVER THE REQUIRED LICENSE AGREEMENTS AND SOFTWARE SUPPORT FOR THE TOWN'S MUNIS FINANCIAL MANAGEMENT SOFTWARE"**, seconded by Councilor Forrest.

Councilor Hemmann commented that she has been reassured by the Finance Director that things are moving forward for the total implementation of the Munis system. She said that this has been long in coming and would like to see it pushed along even more quickly.

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

### MDC - Clarkridge Sanitary Sewer Installation Project

Deputy Mayor Karangekis moved **"TO APPROVE THE MDC PROJECT ON CLARKRIDGE ROAD AND TO AUTHORIZE BLASTING, IF ABSOLUTELY NECESSARY, TO REMOVE THE LEDGE"**, seconded by Councilor Forrest.

Frank Dellarippa from the MDC provided an overview of the Clarkridge Road project. He said that the bids came in for \$162,000 and the project consists of 600' of road excavation and sewer work. The construction is expected to last approximately ninety days. Mr. Dellarippa said that excavation has begun without blasting since a blasting permit has yet to be obtained.

Councilor Adil asked Mr. Dellarippa what the cost difference would be between a new system with a leaching field and connecting to the sewer. He said that he has heard that there is a \$30,000 to \$40,000 charge. Mr. Dellarippa said that this price seems high although it could include the cost for blasting.

Deputy Mayor Karangekis asked if the rock ledge is one continuous piece that goes across all of the properties. Mr. Dellarippa said that the rock ledge goes across the properties, but varies in depth. Deputy Mayor Karangekis verified that, depending on the level, blasting may not be required at certain properties.

Councilor Czernicki asked if, although the agreement with the MDC has already been signed by the Town Manager, it

could be opened to include item #10 of the newly approved blasting guidelines. Mr. Dellarippa said that this could be done. Councilor Czernicki verified that the MDC has chosen the contractor. Mr. Dellarippa said that they chose the contractor through their public bidding process. Councilor Czernicki asked if there are any judgments or liens against Baltazar Contractors. Mr. Dellarippa said that he does not have information on this; however as part of the bidding process, the MDC finance department reviews their financial status. Councilor Czernicki asked Mr. Dellarippa to provide the Council with information regarding reference checks performed on Baltazar Contractors, specifically the community of Enfield.

Councilor Forrest asked if the residents are obligated or if the sewer installation is an option. Mr. Dellarippa said that it is an option. He said that upcoming projects which will require deeper excavations include Wolcott Hill Road and Ridge Road. Councilor Forrest asked if the ninety days could go longer due to inclement weather. Mr. Dellarippa said that the MDC would need to receive Town approval for this; however he said that this should be a quick job and not take longer than the ninety days.

Councilor Montinieri said that there is one resident on record as opposing this project and asked Mr. Dellarippa if the MDC has considered her comments in order to satisfy her concerns. Mr. Dellarippa said that this would best be addressed by the Health Director. He said that this is for a septic system and it is the resident's option to connect or not. He is not sure why she was opposed.

Chairperson Morin thanked Mr. Dellarippa for attending the meeting and answering Councilor's questions. He said that there are three residents in favor of the project and one opposed.

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

#### Roof for Olson House

Councilor Czernicki moved **"TO TRANSFER \$5,500 FROM THE CONTINGENCY ACCOUNT T1910900-5250 TO THE CAPITAL IMPROVEMENTS ACCOUNT T1950822-5436 TO COVER THE ROOF REPLACEMENT AT THE OLSON HOUSE"**, seconded by Councilor Adil.

Councilor Hemmann said that she has a hard time with this request because there have been so many repairs over the past two years. She asked why this was not put into the operating budget as work to be completed. She said the structural integrity of the building is under question and she is not comfortable with the roof replacement.

Councilor Adil said that he agrees with Councilor Hemmann. He said that there have been a variety of problems associated with the Olson House and Channel 14 has been requested to seek an alternative location. He said that he cannot support the motion.

Councilor Czernicki said that she understands the concerns of Councilor Hemmann and Councilor Adil; however she has a greater concern that there is presently no location available to house Channel 14. She said that although the Olson House is seemingly unsound structurally, not repairing the roof would incur further equipment damage. She said that the Council needs to address with the Historic District Commission whether they would like the building to come down entirely.

Councilor Montinieri said that much discussion has occurred at Shared Services meetings regarding facility maintenance. She said that Town Engineer Mike Turner is developing a spreadsheet listing Town projects so that sudden expenses such as this one do not occur. She suggested that this item be referred to the Facilities Committee.

Councilor Montinieri moved **"TO REFER THE TRANSFER OF \$5,500 FROM THE CONTINGENCY ACCOUNT T1910900-5250 TO THE CAPITAL IMPROVEMENTS ACCOUNT T1950822-5436 TO COVER THE ROOF REPLACEMENT AT THE OLSON HOUSE TO THE FACILITIES COMMITTEE"**, seconded by Deputy Mayor Karangekis.

Councilor Hemmann asked that, since there are structural integrity issues in the building, wouldn't there be a safety issue in having workers up on the roof. She said that this issue should be brought before the Facilities Committee.

Councilor Fortunato, as Chair of the Facilities Committee, said that an assessment of the building needs to be performed first. She said that the Town's liability needs to be addressed as well.

Councilor Czernicki said that she agrees that the Facilities Committee should assess the building and asked if the roof will be covered to prevent rain leakage in the mean time. She said that the leakage also presents electrical issues with all the equipment in the building. Chairperson Morin said that Ms. Palmer could look into this in the morning.

Councilor Adil suggested that the Town approach Cox Communications for assistance in relocating Channel 14.

Councilor Fortunato said that the Committee needs to look into the Town's obligation through Cox Communications to provide access to the public.

Chairperson Morin said that the Town Manager has spoken with Cox Communications within the last six months regarding this issue and was told that there will be no further funding provided by them in the current contract which is valid until 2012.

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

#### Change Order - Webb School

Councilor Adil moved "**TO APPROVE A CHANGE ORDER INCREASE OF \$6,062.87 TO PROFESSIONAL FLOOR APPROVED BY THE BUILDING COMMITTEE**", seconded by Councilor Forrest. All Councilors present, including the Chairperson, voted AYE. The motion passed 8-0-0.

#### Change Order - Stillman School

Councilor Adil moved "**TO APPROVE A CHANGE ORDER INCREASE OF \$12,468.75 TO PALAZZO CONSTRUCTION APPROVED BY THE BUILDING COMMITTEE**", seconded by Councilor Forrest.

Councilor Montinieri asked if this amount includes the landscaping around the dumpster and was told that this is a separate item.

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

#### 8-24 Review - Nextel Agreement

Councilor Adil moved "**TO AUTHORIZE THE TOWN MANAGER TO ENTER INTO A LEASE WITH NEXTEL FOR THEIR USE OF APPROXIMATELY 450 SQUARE FEET OF GROUND AREA AS WELL AS SPACE ON THE EXISTING TOWER AT 250 SILAS DEANE HIGHWAY**", seconded by Councilor Forrest.

Councilor Hemmann asked if this will cause interference with the current service. Ms. Palmer said that she will look into this and get back to the Council. She said that she does not believe that it is an issue, but she will confirm this.

Councilor Montinieri asked if the Town Attorney has reviewed this contract and she was told that he has. She asked if the Town collects taxes on this and was told that they do.

All Councilors present, including the Chairperson, voted AYE. Councilor Czernicki and Councilor Hemmann ABSTAINED. The motion passed 6-0-2.

#### Town Council 2005 Meeting Dates

Councilor Forrest moved "**TO APPROVE THE SCHEDULE OF TOWN COUNCIL MEETING DATES FOR 2005**", seconded by Councilor Hemmann. All Councilors present, including the Chairperson, voted AYE. The motion passed 8-0-0.

BIDS

None.

ORDINANCES, RESOLUTIONS, APPOINTMENTS FOR INTRODUCTION

Proposed Changes to the Code of the Town of Wethersfield

**ARTICLE XXVII, Design Review Advisory Committee**

**§ 10-100. Establishment.**

- A. A Design Review Advisory Committee is established to advise and help the Planning and Zoning Commission and the Town Council promote and encourage public and private actions to:
  - 1. Encourage the highest quality standard of design and development;
  - 2. Protect the value of all real property within the community;
  - 3. Promote aesthetically pleasing development;
  - 4. Promote the development of a harmonious character in newly developing or redeveloped areas;
  - 5. Preserve the special character of existing neighborhoods; and
  - 6. Thus to promote and protect the public health, safety, convenience and welfare of the community.
- B. The advice of the Committee is intended to encourage higher quality building and site design and result in development which is compatible with the character of the community.

**§ 10-101. Membership; terms; alternates.**

- A. The Design Review Advisory Committee shall be appointed by the Town Council, upon a recommendation from the Planning and Zoning Commission.
- B. The Committee shall consist of (5) five members, plus (1) one alternate.
- C. If available, at least one (1) regular member shall be an architect and at least two (2) regular members shall be specifically qualified by reason of education, training or experience in landscape architecture, historic preservation, community planning, civil engineering, building trades, graphic arts or other related fields.
- D. Members must be residents of the Town of Wethersfield.
- E. Of the five (5) members and alternates initially appointed, three (3) shall be appointed for an initial two (2) year term and three (3) shall be appointed for a three (3) year term. All subsequent appointments of members shall be for terms of three (3) years.
- F. The Committee shall adopt its own rules and procedures, the method of selection of its officers and the establishment of meeting schedules.
- G. A quorum shall consist of three (3) members.

**§ 10-102. Removal of members.**

Any member of the Commission may be removed by the Council for cause and, on request of such member, after public hearing.

**§ 10-103. Compensation.**

The members of the Committee shall receive no compensation for their services as such but shall be reimbursed for their necessary expenses incurred in the performance of their official duties, subject to budgetary limitations.

**§ 10-104. Employees.**

The Commission may appoint employees necessary for the discharge of its duties, subject to budgetary limitations and relevant Charter provisions.

**§ 10-105. Powers and duties.**

- A. The Commission shall review all applications or project plans referred and shall consider the Design Guidelines contained within the Wethersfield Zoning Regulations when reviewing projects.
- B. Reports from the Design Review Advisory Committee shall be advisory and not compulsory to the Commission or the Council, which has final approval authority for the applications.

**§ 10-106. Procedure.**

- A. The Design Review Advisory Committee shall meet at regularly scheduled meetings to consider applications referred to it.
- B. Applicants are encouraged to submit preliminary or conceptual plans to the Committee for review and comment prior to a formal submission to the Commission. In such instance, the Committee shall submit a report, together with its recommendations and suggestions, to the applicant no later than twenty (20) days after receipt thereof.
- C. The Design Review Advisory Committee shall submit its advisory recommendations to the Commission in writing at least five (5) days prior to a meeting by the Commission on any application.
- D. The written report shall, to the extent feasible, include specific recommendations regarding plan modifications which the Committee finds desirable based on the standards and criteria outlined in the zoning regulations and the Design Guidelines found in Appendix C of the Zoning Regulations.
- E. The Commission shall not be required to delay its action on an application due to the failure of the Design Review Advisory Committee to act in a timely manner.

**§ 10-107. Coordination with other town bodies.**

The Commission shall coordinate its activities with the Town Planning and Zoning Commission and with other interested officials and agencies of the town, and the Commission may invite to attend and participate in its meetings and deliberations, but without vote, any person not a member of the Commission.

**§ 10-108. Advertising.**

The Commission may advertise and may prepare, print and distribute books, maps, charts and pamphlets which, in its judgment, will further its official purposes, subject to budgetary limitations. These materials shall be referred to the Planning and Zoning Commission and Town Council prior to distribution.

**§ 10-109. Appropriations.**

In the performance of its duties and in the exercise of its powers aforesaid, the Commission shall not incur any expenses or obligate the town to pay any expense in excess of the funds appropriated by the Council for such purpose.

MINUTES

Councilor Forrest moved "**TO ACCEPT THE MINUTES OF THE REGULAR MEETING OF OCTOBER 4, 2004**", seconded by Deputy Mayor Karangekis. All Councilors present, including the Chairperson, voted AYE. The motion passed 8-0-0.

**ADJOURNMENT**

At 10:25 p.m., Councilor Adil moved "**TO ADJOURN THE MEETING**" seconded by Councilor Czernicki. All Councilors present, including the Chairperson voted AYE. The motion passed 8-0-0.

Dolores G. Sassano  
Town Clerk