

**MINUTES OF THE CHESHIRE TOWN COUNCIL MEETING HELD ON TUESDAY,
DECEMBER 12, 2107 AT 7:00 P.M. IN COUNCIL CHAMBERS, 84 SOUTH MAIN
STREET, CHESHIRE CT 06410**

Present

Chairman Robert J. Oris, Jr.; Vice-Chairman Paul A. Bowman; Council Members Jeffrey Falk, Patti Flynn-Harris, Sylvia Nichols, Thomas Ruocco, Timothy Slocum, Peter Talbot, David Veleber.

Staff: Michael A. Milone, Town Manager; James Jaskot Finance Director; Alfred Smith, Town Attorney.

Guests: Recreation Director Josh Medeiros; PBC Member Steve Durkee; Dept. of Education COO Vincent Masciana; Deputy Fire Chief Donald Youngquist; 2017 Fire Awareness Poster winners Cameron Puhl and Aubri Richard.

1. ROLL CALL

The clerk called the roll and a quorum was determined to be present.

2. PLEDGE OF ALLEGIANCE

The group Pledged Allegiance to the Flag.

3. ITEMS FOR EXECUTIVE SESSION

A. Personnel Matters

B. Pending claims and litigation

Chairman Oris moved Executive Session to the end of the agenda.

4. PUBLIC COMMUNICATIONS

A. Introduction of newly appointed Recreation Director Joshua Medeiros.

Town Manager Milone introduced Joshua Medeiros as the new Recreation Director for the Town of Cheshire. He highlighted Mr. Medeiros' education, accomplishments and credentials. Mr. Medeiros has a Masters Degree in Recreation Administration and Doctorate of Education Leadership. His experience includes 3 ½ years as Director of Recreation in Canton, CT; 3 ½ years as Recreation Coordinator and Aquatic Director in Bristol CT. Mr. Medeiros is President of the Connecticut Parks Association; has received many awards and recognitions; has a great education and work experience background, aquatics director experience, has worked hard in areas of sponsorships, revenue generation, and creating efficiencies.

Mr. Milone commented on the need to bolster the community pool sponsorship efforts in Cheshire, and said Mr. Medeiros will take some of the pressure off Ms. Adams, and find ways to generate more revenue.

Mr. Mederios said he is excited to be in Cheshire, and in his second week all is going well, as he begins his position.

On behalf of the Council and the Cheshire Community, Chairman Oris welcomed Mr. Mederios as Recreation Director, and commented on his impressive resume. He looks forward to working with Mr. Mederios on department programs, knows he is up to the task ahead of him, and the Council will support all his endeavors.

Mr. Slocum asked how Mr. Mederios sees Cheshire and its challenges.

Stating Cheshire is a great community, Mr. Mederios said it is well known in the State for its park and recreational programs, and the pool is a huge asset to the town. There are many challenges ahead; he has met with staff; has done an analysis on what staff perceives as strengths and opportunities for the department; and staff is open to change. Mr. Mederios will bolster the marketing and communication, work on sponsorship for programs and the pool, create a brand for the department. He commented on the many great things being done in the department, being up to the challenge, and the staff being very receptive.

Mr. Bowman welcomed Mr. Mederios, and said recreation is the fabric of the community, and an important part of the quality of life for all residents.

Ms. Nichols welcomed Mr. Mederios, noting she is a long time swim Mom and pool supporter. She is anxious to see what can be done with the pool facility, bringing revenue to the town.

Ms. Flynn-Harris welcomed Mr. Mederios, and asked what areas of sponsorship will be looked at for the department and the pool and other recreation venues.

The Council was told by Mr. Mederios that he and staff have reviewed the Council's sponsorship policy. They will be looking at sponsorships for the summer concerts by local businesses. Sponsorships for the community pool will be addressed as well. Mr. Mederios welcomes suggestions and outreach from the Town Council on recreation programs and the department.

B. Recognition of Fire Prevention Contest Winners.

Chief Youngquist explained the Fire Prevention contest program which promotes fire safety awareness in children. The theme is "Everyone, Everyday". Each year up to 30,000 children in 4th and 5th grades in Connecticut participate in the program. Local winners go to the regional competition, and regional winners go to the State competition.

In Cheshire awards were given to Cameron Puhl and Aubri Richard.

Cameron Puhl is a 4th grade student at Norton School. Aubri Richard is a 5th grade student at St.Bridget School. Each winner receives a \$200 Amazon gift card from the Cheshire Fire Department, and will get a ride to school on a fire truck. All students who participate in the program receive a certificate of participation.

Chief Youngquist displayed the winning posters for Cheshire, and awarded Cameron and Aubri their \$200 gift cards.

Chairman Oris presented Cameron and Aubri with Certificates of Recognition for their winning posters. He commended each of them on their awesome posters, and congratulated them for getting involved and bringing fire safety awareness to their families, friends, school, and community.

Council members personally congratulated Cameron and Aubri.

Chairman thanked Chief Youngquist for running this excellent program for the children in the school system.

C. Recognition of Jennifer and Don Walsh for Lights of Hope charitable Community support.

Chairman Oris read a Certificate of Recognition to Jennifer and Don Walsh for their outstanding community charitable support through Lights of Hope. Mr. Oris said Cheshire is a better place for having Don and Jen Walsh and Lights of Hope, who are teaching good lessons to the youth of the community. Mr. Oris cited recognition to the many volunteers who work on behalf of Lights of Hope, and said Cheshire is now well known for its beautiful lights throughout the community each November.

D. Public Comments

5. APPROVAL OF MINUTES

MOTION by Mr. Talbot; seconded by Ms. Nichols.

MOVED to approve the minutes of Regular Meeting of November 14, 2017; Special Meetings of November 9, 13, 16, 20, 21, 28 and December 5, 2017 subject to corrections, additions, deletions.

VOTE The motion passed 8-0-1; Mr. Veleber abstained.

6. CONSENT CALENDAR

MOTION by Mr. Slocum; seconded by Ms. Nichols

BE IT RESOLVED, that the Town Council approves Resolution #121217-1

RESOLUTION #121217-1
CONSENT CALENDAR FOR DECEMBER 12, 2017

BE IT RESOLVED, that the Town Council approves the Consent Calendar for December 12, 2017 as follows:

- A. Acceptance and appropriation of a \$50 donation from an anonymous donor to The Human Services Gift Account for general purposes.
- B. Acceptance and appropriation of an aggregate of \$304 in donations from Anonymous donors to the Human Services Gift Account for general purposes.
- C. Acceptance and appropriation of a \$35 donation from Leander and Marilyn Gray To the Parks and Recreation Gift Account for a brick at the Congressional Medal Of Honor Plaza in honor of Christopher Gray.
- D. Acceptance and appropriation of a \$1,068.77 donation from Liberty Bank to The Human Services Gift Account for general purposes.
- E. Acceptance and appropriation of a \$114.00 donation from Town Hall Dress Down Day to the Human Services Gift Account for general purposes.
- F. Acceptance and appropriation of a \$100 donation from James and Jayne O'Brien To the Library Gift Account for the purchase of Library materials, furniture and computers.
- G. Acceptance and appropriation of a \$50 donation from Dale D. Mantell in memory Of Joyce Korten to the Library Gift Account for the purchase of Library materials, furniture and computers.
- H. Acceptance and appropriation of a \$100 donation from Lisa Pattin in memory Of Howard Thiery to the Library Gift Account for the purchase of Library materials, furniture and computers.
- I. Acceptance and appropriation of a \$250 donation from Harold and Karen Kramer In memory of Judith Dreher to the Library Gift Account for the purchase of library materials, furniture and computers.
- J. Acceptance and appropriation of a \$50 donation from Lori Braun to the Library Gift Account for the purchase of Library materials, furniture and computers.
- K. Acceptance and appropriation of a \$100 donation from Maria Brandiff to the Library Gift Account for the purchase of Library materials, furniture and computers.

- L. Acceptance and appropriation of a \$25 donation from Margaret Boucher to the Library Gift Account for the purchase of Library materials, furniture and Computers.
- M. Acceptance and appropriation of a \$10 donation from Martin Cobern to the Library Gift Account for the purchase of Library materials, furniture and Computers.
- N. Acceptance and appropriation of an aggregate donation of \$855 in memory of Beverly Maconi from Lois McClusky, Barbara Brandolini, New England Low Vision, Michael and Kathy Fuss, Steven Bouchard, Lisa Schweitzer, Laura (Shertzer) and Tim Clevenger, Mike and Joann Bouchard, David and Donna Lippy, and Maria Hirschfeld to the Library Gift Account for the purchase of Library materials, furniture and computers.
- O. Acceptance and appropriation of a \$250 donation from Cathleen Devlin to the Cheshire Fuel Bank Account.
- P. Acceptance and appropriation of a \$30 donation from Severino and Nicoletta Fasulo to the Human Services Gift Account for the Senior Center.
- Q. Acceptance and appropriation of a \$50 donation from Joseph and Marni Baroli in memory of Shirley Bobok to the Human Services Gift Account for The Senior Center.
- R. Acceptance and appropriation of a \$20 donation from Barbara A. Cyr in memory of Shirley Bobok to the Human Services Gift Account for the Senior Center.
- S. Acceptance and appropriation of a \$50 donation from Robert W. Chiesa to the Human Services Gift Account for the Senior Center.
- T. Acceptance and appropriation of a \$100 donation from Cathleen M. Devlin to The Cheshire Human Services Jitney Bus Fund.
- U. Acceptance and appropriation of a \$250 donation from Cathleen Devlin in honor Of Joan Devlin to the Library Gift Account for the purchase of Library materials, furniture and computers.
- V. Acceptance and appropriation of a \$5 donation from the Cheshire Pizza contest To the Youth Services Gift Account for general purposes.
- W. Authorization to apply for a \$5,000 Connecticut State Targeted Response To the Opioid Crisis Community Mini Grant.

- X. Authorization to apply for the annual Department of Mental Health and Addiction Services Local Prevention Council Grant for \$5,342 for youth substance abuse prevention programs.

VOTE The motion passed unanimously by those present.

7. ITEMS REMOVED FROM CONSENT CALENDAR

8. OLD BUSINESS

A. Discussion of Legislative Package.

MOTION by Mr. Bowman; seconded by Mr. Talbot.

BE IT RESOLVED, that the Town Council approves Resolution #121217-2

RESOLUTION #121217-2

BE IT RESOLVED, that the Town Council approves the 2018 Legislative Recommendations as presented and attached.

Discussion

Mr. Bowman stated the start of the legislative session is February 7, 2018, and Mr. Milone has put together information for the legislative package.

Mr. Milone reported that one item has been added to the legislative package, item #7, which is the "Renters Rebate Program". Under this program the municipalities must pay 50% of the cost this year and 100% next year. The municipal costs will be withheld from grant payments to each municipality. The cost to Cheshire is about \$32,000. The Town staff is also looking at recent issues regarding the imposition of non-funded mandates. The topics in the package will be discussed in January when the town's legislative delegation visits the Town Council meeting.

Item #5 STEAP grant request by the Town was raised by Mr. Slocum who asked about the town seeking this grant and if the programs are important enough to go to the local taxpayer asking for additional monies.

Stating he understands Mr. Slocum's comments about this grant, Mr. Oris said he would vote for the legislative package. He noted economic development is important for the community, and is one way to begin to offset some of the big issues the State is doing to the towns. It will help achieve economic development.

VOTE The motion passed unanimously by those present.

9. NEW BUSINESS

A. Discussion re: impact of State budget on Town operating budget.

Mr. Milone referenced his December 8, 2017 memo to the Council on a budget balancing plan. At the last meeting the quarterly report showed a surplus of \$89,000 after the loss of \$980,000 in State revenue. There are continuing concerns with the State budget, and he has looked for savings and revenue for the rest of the fiscal year.

Phase 1 – C.N.R. frozen at \$385,448; Ameresco Energy Project Rebate at \$327,129 with projects frozen; General Government Revisions at \$590,485; Education Revisions at \$484,215. Total - \$1,876,301.

Mr. Milone discussed with Supt. Solan the BOE commitment to cover the amount of State aid revenue lost with the State reduction or \$484,215. This is a starting point for the BOE administration and Supt. Solan said he would go back to the BOE on this matter.

General Government budget increased by only \$333,603 over the prior year's budget. With the reductions of \$590,485 the current budget would be \$256,882 less than the FY 2017 budget. Some programs and services will be slightly diminished. Mr. Milone wants to establish a process for the Council to meet and discuss filling one or two vacancies in town departments.

Cheshire Police Department – two (2) vacancies

Town Clerk – one (1) vacancy

Cheshire Public Library – one (1) vacancy

Public Works Maintainer – resignation/one (1) vacancy

Recreation Department – one (1) vacancy that is critical to the reorganization.

Mr. Milone requested the Council set up a mechanism when there is a critical vacancy to be discussed.

The Council was told by Mr. Milone there will be continuance of other strategies, as the town continues to see loss of State aid, and there will be expansion of the financial analysis. A comprehensive review of potential revenue enhancements has been done by staff...not just going after just revenue...but looking at things and related costs not being recovered. Some of these things have already been transmitted to boards and commissions, with more coming down the road.

- Traffic Control Ordinance – will be on the agenda of the Ordinance Review Committee for expansion to have extra duty officers to conduct traffic control; this is now \$8 per hour and will increase to \$10 per hour, and is necessary for safety. The ordinance would be expanded for the use of the extra duty officers.
- Mandatory Use of CPD vehicles at construction sites - \$35,875 revenue was raised through this program, and it is working well. The administrative charge

will be raised from \$8 per hour to \$10 per hour. Average revenue in the last three years was \$87,000 in these fees.

- Increase in late fees (IWW and PBC) – there have been many problems with people not taking out permits; town staff going after them requiring more staff time; IWW will start charging a late fee; there are fee schedules from CCM which staff is looking at; PBC late fee charge for over 10 years has been \$150, but is not enough to deter violators.
- Charge for CFD service of pumping water from flooded homes and businesses – there has never been a fee charged for this extra service which requires a fire truck and firefighters. The proposed fee would be \$140 to \$200 for the service provided.
- Increase in charges for emergency service response to excessive false alarms, as current charge does not cover the cost for this service.
- Parks and Linear Trail – with the extension of the trail, more benches are being requested. Parks and Rec Commission approved costs for purchase of the benches to include installation charges.

Mr. Milone reviewed further information as follows:

#3 – Development of a secondary level of budget reductions in the event of further State cuts in grants.

#4 – The Town has some “safety net” funds if needed (General Fund balance, WPCD fund balance, Medical Benefit Trust Fund balance, Debt Service reserve). These will continue to be evaluated, as needed, if circumstances worsen, with determination on how to use them judiciously.

#5 – Develop program and service analyses; segregate specific services; identify low level of participation, costs, benefits derived, and whether cost of the service warrants all the expense and time involved.

Mr. Milone cited the Recreation Department with 15 summer programs, with an analysis done on each program, recommended potential alternative service levels or delivery.

CCI Lawsuit – Mr. Milone reported to the Council that the Judge did not issue a decision which was due December 12th.

Mr. Slocum said this information is a good road map and very helpful to the Council.

The Council was informed by Mr. Milone that this report will be issued to the Council each month. In early January the Council can hold a pre-budget planning meeting, and staff will get guidelines from the Council on strategies and parameters in which to work.

Chairman Oris stated this is a good road map, and reflects the times we live in...to do more with less...and the reality is that this is necessary. He supports the analysis, and asked where there will be impacts on services to determine how far to go with them.

Mr. Milone cited the following information for the Council.

Finance Department - \$49,000 from insurance savings.

Public Property – some discretionary money will be frozen for maintenance needs; projects which must be done will not be compromised; there is \$50,000 for the “Winter Blitz” program with PW crews doing inside work (painting, sanding, carpentry etc.), and some things will not be done due to the \$44,000 hit.

Employee Benefits – suggestion to hold back one month of payment into the trust fund; the fund has a \$1.5M balance; when things get better more money can be released.

Cheshire Police Department – the Chief will hold overtime to a constant amount. This could be made up with current vacancies, but does not preclude the Chief from filling them. Savings of \$60,000. The balance, \$5,000 to \$10,000 is in training and equipment needs will come out of the gift account.

Cheshire Fire Department – there will be some reduction in training and needed equipment will not be acquired.

Public Works - \$100,000 of construction money will be frozen for the time being. This money augments infrastructure, sidewalks, road work etc. There will be \$15,000 frozen in the Tree Account, resulting in less trimming.

Human Services – Program service funds are reduced for seniors and youth programs, with a few thousand dollars taken from each area.

Cheshire Public Library – There are some vacancies; there will be freezing of program materials (books, cd's etc.).

Recreation Department – savings were generated with delay of hiring a new Director and Program Supervisor, with no effect on the department at this time.

Chairman Oris thanked Mr. Milone for the report, and said he does not hear anything a large impact on programs and services. He requested a continued update to the Council from the Town Manager.

Mr. Milone said this is a moving target. Positions frozen today may not be impactful, but a month from now can be impactful. For an emergency, changes will be made.

Mr. Milone reported that the weekend snow storm had a cost of about \$15,000 to \$20,000 out of the PW Department budget. These numbers will continue to move, and will be made up in other places.

Mr. Masciana, COO of the Dept. of Education, commented on the ten (10) teaching positions frozen in October; there is a 60% hold on non-payroll expenditures; three (3) of the ten (10) positions were hired back – Guidance Counselor, CHS; Social Worker at Dodd Middle School and Curriculum Coordinator for Elementary Education. On the elementary side there were four (4) positions eliminated, which affects class sizes.

Regarding the request for the BOE to freeze \$494,000, Mr. Masciana said Supt. Solan and BOE are in agreement. There was a presentation to the BOE about restoration of three positions. At the end of October, the BOE projected a \$621,000 surplus, above the \$494,000, without further State reductions and other issues. The BOE is in good shape, and hopes to continue the fiscal year with this path.

Mr. Slocum asked about the Summit Learning Program and if application of such programs are seen on educational merit or cost savings.

According to Mr. Masciana there was no economic apportion to the decision making process. The intent was to improve the way personalized learning is delivered. There was no funding for development of the program, and Summit paid for all the staff training costs.

B. Acceptance and appropriation of a \$12,500 donation from Cheshire's Lights of Hope to the Human Services Gift Account for general purposes.

MOTION by Mr. Slocum; seconded by Ms. Flynn-Harris.

BE IT RESOLVED, that the Town Council approves Resolution #121217-3

RESOLUTION #121217-3

BE IT RESOLVED, that the Town Council accepts and appropriates a donation of \$12,500 from Cheshire's Lights of Hope to the Human Services Gift Account for general purposes.

Discussion

The Council expressed its appreciation to Don and Jen Walsh for their continued charitable support of the Cheshire community, and commended them and all the volunteers in the Lights of Hope organization.

VOTE The motion passed unanimously by those present.

C. Adoption of the Town Council Rules of Procedure

MOTION by Ms. Nichols; seconded by Ms. Flynn-Harris.

BE IT RESOLVED, that the Town Council approves Resolution #121217-4

RESOLUTION #121217-4

BE IT RESOLVED, that the Town Council accepts and adopts the Town Council Rules of Procedure with the following changes:

Discussion

Ms. Nichols stated the new Council always adopts the Rules of Procedure at the start of the new session. These are the same rules and procedures approved in the last term.

VOTE The motion passed unanimously by those present.

D. Campion Ambulance Contract Extension

MOTION by Mr. Slocum; seconded by Ms. Nichols.

BE IT RESOLVED, that the Town Council approves Resolution #121217-5

RESOLUTION #121217-5

BE IT RESOLVED, that the Town Council hereby approves and authorizes the execution of a three month extension to March 30, 2018 of the Emergency Medical Services Agreement by and between the Town of Cheshire and Campion Ambulance, and

BE IT FURTHER RESOLVED, that the Town Manager is authorized and directed to execute on behalf of the Town said Agreement in the form and upon the terms and conditions as presented at this meeting.

Discussion

Mr. Slocum said this is for a three month extension of the Campion contract because the town did not have answers to questions raised with service procedures. He also noted that service is being provided under the terms of the contract.

Mr. Milone informed the Council there has been no feedback from Campion staff, no responses and no cooperation. He said there has not been a reduction in the quality of service, and there are increasing concerns about the ability of the company to service

the community. The Council will discuss the issues in executive session. The Council is requested to extend the service to March 31, 2018.

VOTE The motion passed unanimously by those present.

E. Authorization to award Norton Lavatory renovations rebid.

Chairman Oris said there are a number of questions regarding this project, and Mr. Oris said he wants it tabled and sent back to the PBC.

MOTION by Mr. Slocum; seconded by Mr. Veleber.

MOVED to table this agenda item, and send it back to the Public Building Commission for further review and answering questions.

VOTE The motion passed unanimously by those present.

James Keeney, 531 Courtland Circle, owner of Diversity Construction, stated he was pleased this matter was tabled. He would like to have a conversation with the PBC about any concerns regarding his company's work performance at Norton School.

F. Authorization to award design work for Doolittle Elementary School kitchen and Cafeteria renovations.

MOTION by Mr. Bowman; seconded by Mr. Talbot.

BE IT RESOLVED, that the Town Council approves Resolution #121217-7

RESOLUTION #121217-7

BE IT RESOLVED, that the Town Council authorizes the Public Building Commission to award the development of the design, bid, and to manage construction for the Doolittle School Cafeteria Renovation project to Wojas.Arch, LLC for \$30,500, and authorizes the Town Manager to execute the necessary contracts with Wojas.Arch, LLC for said project work.

Discussion

Steve Durkee, PBC Member and Subcommittee Chair for this project, stated the committee went through the proposals, and Wojas.Arch LLC was awarded the project. There was a contract negotiated; the cost is a little less than some of the bids; and PBC is looking at other firms to do business in Cheshire. He noted there have been issues with other architects. The Wojas firm is smaller than others; a principle will be working on this project and this is important; and the firm comes highly recommended by the PBC and the subcommittee. Mr. Durkee requested approval of the award.

Mr. Bowman asked if the full PBC voted to approve this award.

Mr. Durkee said it was approved by the full commission, and voted to send to the Council for approval.

Attorney Smith said this was a good negotiation without a requirement for bid.

VOTE The motion passed unanimously by those present.

**G. Approval of ICMA RC Five Year Commitment
(Councilor Falk recused himself from this agenda item due to possible conflict of interest)**

MOTION by Mr. Ruocco; seconded by Ms. Nichols.

BE IT RESOLVED, that the Town Council approves Resolution #121217-8

RESOLUTION #121217-8

BE IT RESOLVED, that the Town Council approves a five-year extension of the agreement with the International City Management Association Retirement Corporation (ICMA-RC) for retirement plan administrative services for the Town's Sections 457 and 401 employee pension plans pursuant to the terms and conditions presented, and authorizes the Town Manager to execute the documents for this five-year extension.

Discussion

Mr. Ruocco said this motion is to allow ICMA to be the administrator for the 457 and 401 plans.

Mr. Jaskot said this is a five year commitment to ICMA-RC, which services the employee 401 and 457 defined contribution plans, for a fee which is deducted from the employee's investments. The town had a deferred compensation plan but new employees go into the defined plan. Employees put in their contributions through payroll deduction; some stay in this plan after retirement; others move their investments to other plans. The volume of invested funds has increased in recent years, and Mr. Jaskot contacted ICMA regarding a reduction in fees to employees in the plans. \$1.25M to \$1.3M has been paid annually from employee assets.

ICMA is the most common service in Connecticut and throughout the country. It is a large organization, specializing in the public sector, and provides services, employee education on investments, and discussions on investments.

It was explained by Mr. Jaskot that every payday people have contributions deducted from their gross pay into the 457 or 401 plans. The deductions are merged on the

ICMA web site so information is in the employee accounts. Mr. Jaskot said ICMA is an organization designed for municipal employees. The company gave Cheshire a reduction and the town is pleased with the services provided. ICMA has robust software, and the Payroll Department can easily transfer funds into employee accounts.

VOTE The motion passed 8-0-1; Mr. Falk abstained.

H. Capital projects recommended for referral to the Public Building Commission.

- i. Library Roof**
- ii. Norton and Doolittle School bathroom renovations**
- iii. Various parks bathroom renovations.**

MOTION by Mr. Bowman; seconded by Ms. Flynn-Harris.

BE IT RESOLVED, that the Town Council approves Resolution #121217-9

RESOLUTION #121217-9

BE IT RESOLVED, that the Town Council refers the following FY 17-18 capital projects to the Public Building Commission:

Lavatory Improvements at Norton and Doolittle Schools	\$250,000
Roof replacements at the Library or Fire Headquarters	\$185,000
Restroom upgrades at various parks	\$281,358

Discussion

The work on the roof replacement will be at the Library and Mr. Milone said if there is any money left, a request will be made for work to be done on the fire headquarters roof.

Mr. Bowman wants to insure the roof needs the work, is leaking, and we are not repairing roofs that are out of their life expectancy.

Mr. Milone said the roof is leaking, not badly, but needs work.

VOTE The motion passed unanimously by those present.

I. Creation of a study group to review and recommend revisions to the Current Public Building Commission ordinance.

MOTION by Mr. Oris; seconded by Mr. Slocum.

BE IT RESOLVED, that the Town Council approves Resolution #121217-10

RESOLUTION #121217-10

BE IT RESOLVED, that the Town Council disbands the inactive Public Building Commission Ordinance Study Group created by Resolution #081810-1; and

BE IT FURTHER RESOLVED, that the Town Council creates a new Public Building Commission Ordinance Review Study Group to review the draft report of the original study group and make recommendations on the report and other potential amendments to the Public Building Commission Ordinance Section 2-26.

Discussion

Chairman Oris said this issue has been discussed and he wants to insure the PBC is as effective and efficient as it can be. The ordinance has not been changed since 1999, and there are a number of issues the study group can address.

Mr. Milone understands that Mr. Noewatne and Mr. Masciana will staff this study group.

VOTE The motion passed unanimously by those present.

10. TOWN MANAGER'S REPORT AND COMMUNICATIONS

A. Monthly Status Report - in Council packets

**B. Department Status Reports: Police, Fire, Fire Marshal.
In Council packets**

C. Other Reports

- Mr. Milone reported the following to the Council:
- Monthly Financial Report – in the Council packets
- Public Works Project Status
- Skating Rink – the rink was modified to fit on the Youth Center basketball court, but will be moved next to the Yellow House on the infield closest to the house. The rink has stakes to go into sand or grass and this area is a better surface. The kids who use the Yellow House will be able to skate at night, and if the rink is popular, lights could be added for night skating. There is adequate parking and the area is visible from Route 10.

Chairman Oris said lighting for night skating is important, and one of the attractions of the rink. He asked about getting temporary lighting, and if the town is precluded from putting lights at the park for the rink.

Mr. Milone will check on this and inform the Council.

Assuming there is no preclusion, Mr. Oris said there is a requirement for lights at the skating rink so people can come and enjoy the rink.

Ms. Flynn-Harris suggested inquiring of the Police Chief if the rink could use the flood lights CPD uses for DUI stops. She said these lights are on a generator.

This would be less expensive than renting lights, and Mr. Milone said he would check with PZC about use of temporary lights.

Mr. Veleber said this location could use lights similar to what Ms. Flynn-Harris is suggesting. But, it is unknown when they would be needed for an outdoor rink, and this is based on the weather and the rink being frozen.

- Chapman Property Remediation – this work is completed; \$292,000 was spent on the work out of the \$300,000 allocation; a breakdown of expenses will be provided to the Council, if requested.

Mr. Oris said people are looking forward to the milling so they can walk the property.

Mr. Milone said Keith Erickson was great to work with, and was on time and on budget.

- Landfill Solar Panel Project – work is completed now; the project is one month away from being on the grid, etc.; there will be four (4) months of the fiscal year with benefit of this power source; once numbers are in on savings they will be given to the Council.
- LED Lights-Energy Performance Contract – these lights were the result of the contract, and Councilors have concerns about these lights, with burnouts and fizzle outs, and partial lighting...at Bartlem Park and Yellow House sites. PW Director Noewatne will have the lights replaced.
- Police-Body Worn Cameras – all CPD officers have cameras in use; officers went through a rigorous training session; there is a 90 day period to monitor cameras to insure everything meets protocol.
- Town Council Committee Issues – Mr. Milone commented on his retirement date of June 30, 2018, and the long list which requires support, help and assistance from various Council committees. He will provide Councilors with a list of everything in the hopper. Many things should be revisited among various boards and commissions. Mr. Milone wants to close out many open

items left in the capital budget. He also requested committees to meet more, set up meetings, and move things to completion.

- Arnett Muldrow Report-Status Update – there is some movement on this report; POCD will review the zoning regulation changes recommended, i.e. floating zone, make regulations less stringent to attract businesses to Cheshire; the RWA will meet with Town staff in January regarding water to the I-C Zone. RWA is still interested in this project even though the item was not approved at referendum.

With adoption of the capital budget, Mr. Milone said there is \$400,000 designated for land acquisition for the trail around West Main Street. Mr. Sitko is starting due diligence on this and moving quickly to acquire property in this area for trail parking. This new section of the trail has a cement boardwalk, is very impressive and extensive, goes way out into the wetlands and back in.

- Town Buildings – Holiday Decorations – Mr. Milone acknowledged Bill Bonaminio and Keith Darin for the beautiful decorations at Town Hall and Cheshire Public Library.
- Upcoming Holidays-Town Hall Closed – December 25, 2017, Christmas Day and January 1, 2018, New Year's Day.

11. REPORTS OF COMMITTEES OF THE COUNCIL.

A. Chairman's Report

- i. Referral of building permit late fee charge to the Ordinance Review Committee.**
- ii. Referral of Charter Revision Commission ordinance recommendations to the Ordinance Review Committee.**
- iii. Referral of Inland Wetlands permit violation penalty to the Ordinance Review Committee.**

B. Miscellaneous

12. MISCELLANEOUS AND APPOINTMENTS

A. Liaison Reports

B. Appointments to Boards and Commissions

MOTION by Ms. Nichols; seconded by Mr. Veleber.

MOVED to approve the following appointments:

Zoning Board of Appeals – Jackie Cianci (R), to fill the vacancy of Ken Wilson, term of office December 12, 2017 to December 22, 2019.

Planning and Zoning Commission – Sherwood Dawson (R), to fill the vacancy of David Veleber, term of office December 12, 2017 to December 2, 2019.

Housing Authority – Jon Fischer (R), to fill the vacancy of Marcel Gauthier, term of office December 12, 2107 to May 31, 2021.

VOTE The motion passed unanimously by those present.

13. TOWN ATTORNEY REPORT AND COMMUNICATIONS

14. COUNCIL COMMUNICATIONS

A. Letters to Council.

Mr. Ruocco reported on a communication from John Pepper in which he suggests reinstatement of a “volunteer appreciation party” for all board, commission and committee members after the new year.

B. Miscellaneous

3. ITEMS FOR EXECUTIVE SESSION

A. Personnel Matters

B. Pending claims and litigation

MOTION by Mr. Slocum; seconded by Ms. Flynn-Harris

MOVED that the Town Council enter Executive Session at 8:42 p.m., to include Town Manager Milone and Town Attorney Smith to discuss personnel matters and pending claims and litigation.

VOTE The motion passed unanimously by those present.

Mr. Bowman and Mr. Falk left executive session at 8:58 p.m.

Mr. Bowman and Mr. Falk returned to executive session at 9:02 p.m.

MOTION by Mr. Talbot; seconded by Ms. Flynn-Harris

MOVED that the Town Council exit Executive Session at 9:15 p.m.

VOTE The motion passed unanimously by those present.

MOTION by Mr. Slocum; seconded by Mr. Bowman.

BE IT RESOLVED, that the Town Council approves Resolution #121217-11

RESOLUTION #121217-11

BE IT RESOLVED, that the Town Council moves to reconsider the Emergency Medical Services Agreement by and between the Town of Cheshire and Campion Ambulance.

VOTE The motion passed unanimously by those present.

MOTION by Mr. Slocum; seconded by Mr. Veleber.

BE IT RESOLVED, that the Town Council approves Resolution #121217-12

RESOLUTION #121217-12

BE IT RESOLVED, that the Town Council moves to extend the Emergency Medical Services Agreement by and between the Town of Cheshire and Campion Ambulance by six (6) months rather than three (3) months.

VOTE The motion passed unanimously by those present.

15. ADJOURNMENT

MOTION by Mr. Veleber; seconded by Ms. Flynn-Harris.

MOVED to adjourn the meeting at 9:25 p.m.

VOTE The motion passed unanimously by those present.

Attest:

Marilyn W. Milton, Clerk

