

WOLCOTT TOWN COUNCIL

Rescheduled Regular Meeting

Tuesday, April 13, 2010

Council Chambers, Wolcott Town Hall

7:30 p.m.

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MINUTES

Note: These are summary minutes; a tape recording of this meeting is on file in Commission Secretary's Office in Wolcott Town Hall.

Chairman Santogatta called the meeting to order at 7:30 p.m. with the Pledge of Allegiance, and attendance was taken.

MEMBERS PRESENT: Chairman Michael Santogatta, Vice-Chairman Steven Olmstead, David Valletta, Michael Perrone, Randy Petroniro Sr., Gale Mastrofrancesco, Francis Masi, Charles Marsella, and Michael Bokon

MEMBERS ABSENT: None

ALSO PRESENT: Mayor Thomas Dunn; Linda Bruce, Municipal Finance Officer; Town Attorney Brian Tynan; Dolores Slater, Town Clerk; Neil O'Leary, Acting Chief of Police; Kyle Dunn, Fire Chief; James Paolino, Sewer & Water Commission Chairman; Phil Olmstead, Sewer & Water Administrator; Robert Larson, Farmingbury Hills Golf Commission Chairman; Robert Vitvitsky, Farmingbury Hills Golf Commission Vice-Chairman; et al.

APPROVAL OF MINUTES:

- **Regular Meeting – March 16, 2010**

Upon **MOTION** by David Valletta, seconded by Francis Masi, it was unanimously voted to **approve** the minutes of the Regular Meeting held on March 16, 2010.

- **Workshop – March 30, 2010**

Upon **MOTION** by Francis Masi, seconded by Gale Mastrofrancesco, it was unanimously voted to **approve** the minutes of the Workshop held on March 30, 2010, with one abstention from Mr. Valletta, and one abstention from Mr. Bokon.

TAXPAYERS' TIME: (Limited to Items on the Agenda)

No taxpayers came forward.

CORRESPONDENCE (on file):

1. Town of Wolcott Budget Proposal for Fiscal Year 2010-2011 (previously delivered on April 1, 2010)
2. Wolcott Public Schools 2010-2011 Budget Proposal (previously delivered on April 1, 2010)
3. Proposed Resolution: Town of Wolcott Fair Housing (3 sections) (#316)

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4. Proposed Resolution: CT DEP- Cedar Lake & Lake Hitchcock Projects (#317) (attached: letter from DEP, DEP Contract for Cedar Lake, & DEP Contract for Hitchcock Lake)
5. Letter dated March 19th from James Paolino, Sewer & Water Commission Chairman, regarding proposed Water Dept. Fees
6. Letter dated March 25th from Robert Larson, Farmingbury Hills Golf Commission Chairman, regarding proposed Greens & Cart Fees for the 2010 Season
7. Copy of letter dated March 26th to the Republican Town Committee from Michael Bruce, Board of Ethics Chairman, regarding an upcoming Republican Term Expiration on the Board of Ethics
8. Copy of letter dated March 26th to the Democratic Town Committee from Michael Bruce, Board of Ethics Chairman, regarding an upcoming Democratic Term Expiration on the Board of Ethics
9. Letter dated March 30th from Cathe Sherman, Republican Town Committee Chairperson, requesting that Nicole Grant be re-appointed to the Board of Ethics
10. Letter dated March 30th from Town Attorney Brian Tynan regarding the Request of Town Clerk for Bid Waiver (additional documentation attached)
11. Letter dated March 30th from Town Attorney Brian Tynan regarding the Unemployment Tax Management Corporation (contract attached)
12. Notice to Town Clerk dated March 31st advising that the Town Council Regular Meeting originally scheduled to be held on April 6th was rescheduled to be held on April 13th
13. PowerPoint Presentation of Town of Wolcott Budget Proposal for Fiscal Year 2010-2011
14. Submitted at meeting, Water Revenue Per Employee-Sewer & Water Dept.
15. Submitted at meeting, Electricity Cost Comparison on Kilowatt Hour rates
16. Submitted at meeting, Proposed Increases in Fees-Farmingbury

MAYOR'S REPORT:

Mayor Dunn came forward and reported the following:

- A soldier from Wolcott was injured from an IED in Afghanistan; Mr. Masi will give more information later;
- Requested if the Ordinance Sub-Committee can meet to address the Blight Ordinance in order to give the Town a little more control; there are some

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properties that really need to be addressed, and for the most part their hands are tied, letters are not enough;

- Town Crew will be out doing a lot of patching on the roads;
- He will not be able to attend the next Town Council meeting on April 20th; on the agenda so far is just department budgets; he has already met with each and every department, if anyone has any questions at all, please call him; some of the departments are small, but are very important and handle mandates that the Town must have in place

At this time, Mr. Masi stated that the Town of Wolcott would like to recognize Luis Hernandez Jr. who was seriously wounded by an IED in Afghanistan; he is now recovering in Maryland. The Town of Wolcott would like to wish him a speedy recovery.

SUB-COMMITTEE AND LIAISON REPORTS:

Mr. Masi advised that the WALC will be breaking ground for the Youth Center on April 22nd; the portable classrooms are in the process of being demolished and removed.

Mr. Marsella advised that the WGSA and BAW's opening day ceremonies will be held one week from Saturday starting at 10:00 a.m.; the kids march from Frisbie School at to the BAW fields.

Mr. Petroniro advised that he met with Superintendent Macary who indicated that only 17 districts in the State came in with a zero increase in their education budget, and the Town of Wolcott was one of them. Also, a three year contract was approved for Mr. Macary and the custodial contract is coming up; Mr. Macary will brief him on its progress. They set up a school messenger for the school system which is an alert by phone or email for school emergencies. Mr. Macary indicated to him that if anyone has any questions or would like to meet with him he is available.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

1. Resolution: CT DEP- Cedar Lake & Lake Hitchcock Projects

Upon **MOTION**, by Steven Olmstead, seconded by Francis Masi, it was unanimously voted to **adopt** the following resolution; Certified Resolution; Be it resolved that it is in the best interests of the Town of Wolcott to enter into

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contracts with the Connecticut Department of Environmental Protection. In furtherance of this resolution, Thomas G. Dunn, holds the office of Mayor since November 2003 and will hold the office till November 2011, is duly authorized to enter into and sign said contracts on behalf of the Town Of Wolcott. Mayor is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto. The Town Clerk is authorized to impress the seal of the Town Of Wolcott on any such document, amendment, rescision, or revision (**see attached**).

2. Resolution: Town of Wolcott Fair Housing

Upon **MOTION**, by Steven Olmstead, seconded by Francis Masi, it was unanimously voted to **adopt** the following resolution; TOWN OF WOLCOTT FAIR HOUSING RESOLUTION; WHEREAS, All American citizens are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and WHEREAS, State and Federal Fair Housing laws require that all individuals, regardless of race, color, religion, sex, national origin, ancestry, marital status, age, mental or physical disability, lawful source of income, sexual orientation, familial status, be given equal access to rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and WHEREAS, The Town of Wolcott is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice. NOW THEREFORE, BE IT RESOLVED, That the Town of Wolcott hereby endorses a Fair Housing Policy Statement to ensure equal opportunity for all persons to rent, purchase, and obtain financing for adequate housing of their choice on a non-discriminatory basis; and BE IT FURTHER RESOLVED, That the Mayor of the Town of Wolcott or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of any illegal discriminatory housing practices in the Town of Wolcott (**see attached**).

3. Discussion & Possible Action on Proposed Greens & Cart Fees for Farmingbury Hills Golf Commission

Robert Larson and Robert Vitvitsky came forward, at which time Mr. Larson advised that they have found it necessary to make some minor modifications to their rates to give them the extra revenue that they need (**see attached**). The small increases do not modify their position in the marketplace, and will not price them out. Several Council members asked specific questions pertaining to their budget in general, the proposed increases in rates, the types of play offered at the golf course, and the progress of the land purchase for the nine extra holes;

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discussion followed. Discussion also transpired with respect to the proposed increase in the surcharge and how that will affect the season pass holders.

Upon **MOTION**, by Gale Mastrofrancesco, seconded by Randy Petroniro, it was unanimously voted to **approve** the proposed changes to the fees for the Farmingbury Hills Golf Course.

4. Discussion & Possible Action Regarding Town Clerk Bid Waiver Request for the Indexing & Scanning of Land Records

Attorney Brian Tynan and Dolores Slater came forward, at which time Attorney Tynan referenced the letter he submitted to the Town Council explaining the contract with Cott Systems and the reason for the request to waive the public bidding procedure required by the Charter (**see attached**).

Upon **MOTION**, by Francis Masi, seconded by Randy Petroniro, it was unanimously voted to **approve** the bid waiver request from the Town Clerk for the indexing and scanning of land records.

5. Discussion & Possible Action on Contract Between the Board of Education and the Unemployment Tax Management Corporation

Attorney Brian Tynan referenced the letter he submitted to the Town Council explaining the situation regarding the above item (**see attached**). It was noted that the Board of Education already approved and entered into the contract, although Town Council approval was required per section 306 (h) of the Charter. Attorney Tynan indicated that it appears to have been an oversight on their part. It was noted that the purpose of the contract is for this company to oversee the appeals and hearings process for unemployment claims. Discussion ensued with respect to what the process currently is, why a company must be hired to do this instead of an employee of the school, and the issue of the contract already being entered into by the Board of Education and the ramifications of denying it at this point.

Upon **MOTION**, by Michael Perrone, seconded by Randy Petroniro, it was voted, by a majority, to **accept** the contract between the Board of Education and the Unemployment Tax Management Corporation, with Mr. Bokon opposing (**on file**).

6. Town of Wolcott Proposed Budget Presentation for Fiscal Year 2010-2011 by Mayor Thomas Dunn & Linda Bruce

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Mayor Dunn came forward and presented the 2010-2011 Town of Wolcott Budget Presentation (**on file**). He began the presentation by reading the transmittal letter to the Town Council dated April 1, 2010 (**see attached**).

General summary is as follows:

EXPENDITURE BUDGET BY CATEGORY 2009/2010 COMPARED TO PROPOSED 2010/2011

	<u>APPROVED</u> <u>2009/2010</u>	<u>PROPOSED</u> <u>2010/2011</u>	<u>+/-</u>
WAGES	\$ 5,362,722	\$ 5,446,998	+84,276
FRINGE BENEFITS	3,042,293	3,304,333	+262,040
DEBT SERVICE	4,393,367	3,985,202	-408,165
MAINT/REFUSE/ELEC/FUEL	1,947,801	2,024,767	+76,966
GASOLINE.DIESEL	161,300	157,400	-3,900
COMMUN./LIAB. INSUR	431,863	456,570	+24,707
MISC. OPER. EXP.	1,377,813	1,496,911	+119,098
LEGAL/PROF. SERV.	721,509	781,196	+59,687
OFFICE SUPPLIES	42,220	40,895	-1,325
CONTINGENCY FUND	<u>30,000</u>	<u>30,000</u>	<u>0</u>
TOTAL	\$17,510,888	\$17,724,272	\$ +213,384

- ❖ Wages increased by \$84,276 or 1.57% due to
 - Contractual obligations for Public Works employees
 - Estimated increases for contracts under negotiations
 - Proposed increases for non-union personnel
- ❖ Fringe Benefits increased by \$262,040. The majority of the change is attributed to the following:
 - Social Security +7,244 – increase in wages
 - Medical Insurance (230,000) – reduced claim activity
 - Pension Contribution +545,186 – see below
 - Workers' Compensation +8,610 – anticipated rate increase
 - Heart & Hypertension (75,000) – claim adjustment

Pension Contribution Analysis

- ❖ The increase in pension contribution is the result of the poor asset performance of pension investments in 2008.

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- ❖ The total increase of \$545,186 includes a \$288,698 additional contribution for FY 2009/2010. The final pension valuation analysis received in August, 2009, listed a higher funding level than the estimate provided by the actuary in January, 2009. Rather than adding to the unfunded liability portion of the pension plan, proposal is to fund 100% of the additional recommended contribution for 2009/2010 in this proposed budget as stated in Section 801 (b) of the Wolcott Town Charter.

Education Operating Budget 2010/2011 Compared to 2009/2010 As Transmitted to the Town Council on April 1, 2010

Total Proposed 2010/2011 Education Budget \$31,470,976

Total Approved 2009/2010 Education Budget \$31,470,976

The proposed Education Budget represents a zero increase in expenditures.

TOWN OF WOLCOTT 2010/2011 TOTAL PROPOSED EXPENDITURE BUDGET

	<u>2009/2010</u> <u>Approved</u>	<u>2010/2011</u> <u>Proposed</u>	<u>+/-</u>
General Gov't	\$17,510,888	\$17,724,272	+\$213,384
Education	\$31,470,976	\$31,470,976	\$0
GRAND TOTAL	\$48,981,864	\$49,195,248	+\$213,384

TOWN OF WOLCOTT REVENUE 2010/2011 COMPARED TO 2009/2010

	2009/2010	2010/2011
Total Gen. Gov't Revenue	\$3,989,136	\$3,791,199
❖ Total Decrease		\$ (197,937)
❖ Total Gen'l Gov't & Education Rev	\$17,878,007	\$17,709,962

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❖ Grand Total Revenue Decrease \$ (168,045)

Major Increases/Decreases in Revenue

❖ Transportation	+38,121
❖ Other Education	-8,230
❖ School Bond Revenue	-52,390
❖ Bond Revenue	-14,581
❖ Mfg Machine Tax Program	+38,689
❖ Town Aid Roads	+40,888
❖ LOCIP	+55,936
❖ Pequot Funds	-30,702
❖ Investment Interest	-60,000
❖ Ambulance Service Fees	-100,000
❖ Town Clerk Fees	-62,500

TOTAL PROPOSED GENERAL GOVERNMENT EXPENDITURE BUDGET

The Budget for 2010/2011 \$17,724,272 (Proposed)

Compared to 2009/2010 17,510,888 (Approved)

Total Increase is \$213,384 +1.22%

Mayor Dunn concluded the presentation and thanked Linda Bruce and her staff for all of their hard work.

Upon **MOTION**, by Francis Masi, seconded by Randy Petroniro, it was unanimously voted to take a five minute recess at 8:45 p.m.

Chairman Santogatta called the meeting back to order at 8:55 p.m.

7. Department Budget Presentations for Fiscal Year 2010-2011

▪ **Departments: 111-117**

The following line items were referenced and clarification was provided by Mayor Dunn:

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Dept. 111 - #1100: \$2,000.00 increase; Mayor's salary; amount was set by the Town Council last year per the Charter.

Chairman Santogatta added that this amount cannot be changed; it is locked in by the action of the Council last June.

Chairman Santogatta inquired if they could get the latest run of the internal services account broken out by the Town side and the Board of Education side. This would be helpful in determining the type of reserve that they need to maintain, given the deduction of \$230,000.

Dept. 112 - #4100: \$5,000.00 increase; increase would have been more without energy efficiency contract.

Dept. 112 - #4210: \$15,000.00 increase; refuse contract was renewed recently; amount in contract is higher for 2010-2011.

Dept. 114 - #9160: \$440,000.00 decrease; indicates pay off of Town Hall and the Police Dept.

- **Town Council: Dept. 121**

Chairman Santogatta indicated that the major change was an increase in \$10,000 for Charter Revision.

- **Finance: Dept. 152**

Mrs. Bruce noted that overall it's a 2.02% increase; no capital outlay this year. There were no questions on the above budget.

- **Fire Department: Dept. 221**

The following line items were referenced and clarification was provided by Fire Chief Kyle Dunn:

Dept. 221 - #4610: \$7,425.00 increase; this is to pay for the maintenance contract for the radio system; four departments are going to split the cost.

Dept. 221 - #9210 \$56,213.13 increase & #9211: \$16,830.87; second payment on a seven year lease for the new engine that will be in at the end of June.

- **Sewer & Water: Depts. 35 & 36**

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James Paolino came forward and gave a detailed overview of the Sewer & Water Department as a whole. He noted that they have a great team of people working with very limited resources and their budget is incredibly lean; they have cut everywhere that they possibly can. In addition, at their next meeting they will be looking at their debt collection process, which is an area that the department has been somewhat negligent about; there is a good amount of debt that has not been collected on the sewer and water side. They will be bringing in marshals and they have met with the Tax Collector and they will be proposing a more aggressive debt collection process. He next referenced his letter that he sent to the Council regarding their proposal to increase the various fees on the water side; there has not been an increase in the water rates in over 12 years, although Waterbury has increased their rates to the Town five or six times (**see attached**). Mr. Paolino next provided a detailed explanation regarding their proposed rate increases.

It was noted that they are trying to address the deficit fund balance in the water usage department; right now there is an approximate \$93,000 deficit. Discussion followed with respect to the department's actual and projected revenues and as to the types of collection policies used. In response to questions with respect to whether they have ever shut off water to those who do not pay, Mr. Paolino advised that the department has not utilized that method to date, nor have aggressive measures been used such as hiring collection firms or marshals. He noted that their intent is to change this and create a more firm collection process. With respect to their proposal to raise water rates, Mr. Paolino pointed out that the deficit due to bad debt, is only a small portion of the reason for the increase. He also noted that there have been some issues with usage that is not actually metered and chargeable due to leakage from infrastructure problems in the system; through their maintenance program, they have been decreasing the amount of non chargeable usage. A question and answer period followed. The Council requested the list of bad debts; Mr. Paolino stated that he would provide that.

• Police Department: Depts. 211-216

The following line item was referenced and clarification was provided by Acting Police Chief Neil O'Leary:

Dept. 211 - #1400: \$35,000.00 increase; detailed explanation was provided as to why this number is higher; the current number of \$95,000.00 is not realistic; monies have been, and will continue to be transferred into this line item prior to the end of the fiscal year. It is well over budget already.

Dept. 211 - #4610: no increase; detail of all contracted services was requested and provided.

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Chief O'Leary further explained that he reviewed the past three years of expenditures in the overtime line item, and noted that they have never even come close to the \$95,000.00 figure. He explained that they have lost members of the department and there are two additional upcoming retirements that will affect the overtime line item. Deputy Chief Therkildsen and Captain Charette have announced their retirements, effective July 30th and 31st; he does not have plans to replace the Deputy Chief for the majority of the next fiscal year. He is looking to place a certified officer on the road right away, after July 1st, and he also needs to hire two entry level officers who will be in the police academy for 22 weeks.

It was noted that a Safety Resource Officer is not budgeted for the high school for 2010-2011; however, it was noted by Chief O'Leary that part of Officer Bender's day is to spend time in all of the schools. He would like to replace that position in a future budget.

Chief O'Leary also provided a detailed overview of the past, current, and future structure of the department and how it will affect the budget. A question and answer period followed.

ITEMS FOR NEXT AGENDA:

Chairman Santogatta indicated if anyone has any items for the next agenda to please contact himself or the Secretary.

TAXPAYERS' TIME:

No taxpayers came forward.

ADJOURNMENT:

Upon **MOTION**, Charles Marsella, seconded by Gale Mastrofrancesco, it was unanimously voted to **adjourn** the meeting at 10:10 p.m.

APPROVED:

Elizabeth Gaudiosi, Secretary
WOLCOTT TOWN COUNCIL

Michael J. Santogatta, Chairman
WOLCOTT TOWN COUNCIL

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TOWN OF WOLCOTT

FAIR HOUSING RESOLUTION

WHEREAS, All American citizens are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

WHEREAS, State and Federal Fair Housing laws require that all individuals, regardless of race, color, religion, sex, national origin, ancestry, marital status, age, mental or physical disability, lawful source of income, sexual orientation, familial status, be given equal access to rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and

WHEREAS, The **Town of Wolcott** is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

NOW THEREFORE, BE IT RESOLVED, That the **Town of Wolcott** hereby endorses a Fair Housing Policy Statement to ensure equal opportunity for all persons to rent, purchase, and obtain financing for adequate housing of their choice on a non-discriminatory basis; and **BE IT FURTHER RESOLVED**, That the **Mayor of the Town of Wolcott** or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of any illegal discriminatory housing practices in the **Town of Wolcott**.

Adopted by the **TOWN OF WOLCOTT** on **April 13, 2010**.

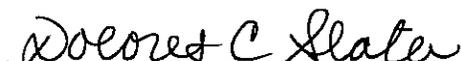

Michael J. Santogato, Chairman
Wolcott Town Council


Thomas G. Dunn, Mayor
Town of Wolcott

Dated at Wolcott, CT on April 13, 2010.

CERTIFICATION

I, Dolores C. Slater, do hereby certify that I am the Clerk of the Town of Wolcott, a municipal corporation organized and existing under the laws of the State of Connecticut having its principal place of business at 10 Kenea Avenue, Wolcott, CT 06716, and that I am the keeper of the corporate records and seal. This is a true and correct copy of resolution duly adopted and ratified by the **Town Council of the Town of Wolcott on April 13, 2010**, in accordance with the constituent charter of the Town of Wolcott; and that the same has not in any way been modified, repealed, or rescinded, but is in full force and effect.


Dolores C. Slater, Town Clerk

Date: 4-14-2010

{SEAL}

TOWN OF WOLCOTT

COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

The **TOWN OF WOLCOTT** does not discriminate in the provision of services, the administration of its programs, or contractual agreements. The **TOWN OF WOLCOTT** seeks to fully carry out its responsibilities under the Title VI Regulations.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the grounds of race, color, or national origin in programs and activities receiving Federal financial assistance. Title VI provides that No person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any programs covered by the Regulations.

This policy is effectuated through the methods of administration outlined in the Town's Fair Housing Plan and is fully implemented to ensure compliance by the Town, as the recipient, and by subrecipients. The cooperation of all Town personnel is required.

TOWN OF WOLCOTT

FAIR HOUSING POLICY STATEMENT

It is the policy of the **Town of Wolcott** to promote Fair Housing opportunities and to encourage racial and economic integration in all its programs and housing development activities.

Programs funded and administered by the **Town of Wolcott** must comply with the provisions of Section 46a-64c of the C.G.S., and with related state and federal laws and regulations that prohibit discriminatory housing practices.

The **Town of Wolcott** or any **Subrecipient of the Town** will carry out an affirmative marketing program to attract prospective buyers or tenants of all majority or minority groups, without consideration of race, color, religion, sex, national origin, ancestry, creed, sexual orientation, marital status, lawful source of income, disability, age, or because the individual has children, in all programs and housing development activities funded or administered by the **Town of Wolcott**.

The municipality's Mayor is responsible for the enforcement and implementation of this policy. The Mayor may be reached at 203-879-8100.

Complaints pertaining to discrimination in any program funded or administered by the **Town of Wolcott** may be filed with the Mayor. The municipality's Grievance Procedure will be utilized in these cases.

Complaints also may be filed with the Commission on Human Rights and Opportunity, Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, Telephone (860) 541-3403.

A copy of this policy statement will be given annually to all Town of Wolcott employees and they are expected to fully comply with it. In addition, a copy will be posted throughout the Town of Wolcott.

Revised 04-13-10

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE by contacting the Municipal Agent, Wolcott Town Hall, 10 Kenea Avenue, Wolcott, CT 203-879-8100.



#311
TOWN OF WOLCOTT

TOWN HALL • 10 Kenea Avenue
Wolcott, Connecticut 06716
Tel. (203) 879-8100 • Fax: (203) 879-8105

Certified Resolution

Be it resolved that it is in the best interests of the Town of Wolcott to enter into contracts with the Connecticut Department of Environmental Protection.

In furtherance of this resolution, Thomas G. Dunn, holds the office of Mayor since November 2003 and will hold the office till November 2011, is duly authorized to enter into and sign said contracts on behalf of the Town Of Wolcott. Mayor is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto.

The Town Clerk is authorized to impress the seal of the Town Of Wolcott on any such document, amendment, rescission, or revision.

I, Dolores C. Slater, the Town Clerk of the Town of Wolcott, do hereby certify this to be a true copy of the resolution duly adopted at the Town Council Meeting on **April 13, 2010**, and that it has not been rescinded, amended or altered in any way, and that it remains in full force and in effect.

Dolores C. Slater
Dolores C. Slater, Town Clerk

{Town Seal}

4-14-2010
Date

3-25-2010
Town of Wolcott
Mr. Michael Santogatta
Chairman:
Wolcott Town Council
10 Kenea Av
Wolcott, Ct. 06716

Dear Chairman Santogatta;

The Farmingbury Hills Golf Course Commission is requesting permission to make minor increases in select Greens and Cart fees for the 2010 golf season. In reviewing our budget needs for the 2010/2011 fiscal year, it is clear that some adjustments must be made to help balance the budget. The increases proposed are minor in scope but will have a significant impact on our revenues. Adjustments to "Season Pass Rates" for the 2011 season will be reviewed by the Commission and submitted later in the fiscal year.

Our budget review with the Town Council is scheduled for Tuesday, April 20th. The proposed increases have been included in the 2010/2011 budget presentation. We would be happy to review the increase proposal prior to the 20th, if you desire. That would require that we be placed on the agenda for the April, 13th meeting.

Please have your secretary contact me if you plan to place us on the 13th agenda.

PROPOSED INCREASES

Increases:

 Surcharges; 9 hole \$1.00 to \$1.50.

 18hole \$2.00 to \$3.00.

 Cart fee's 9 hole cart fee: \$10.00 to \$10.50 [1 person] \$18.00 to \$19.00 [2 person]

 18 hole cart fee: \$19.00 to \$20.00 [1 person] \$31.00 to \$32.00 [2 person]

 Specials 9 hole fee, Non Resident, \$21.00 to \$22.00.

Sincerely;

Robert Larson Chairman, Farmingbury Hills Commission

cc: Council members

 Mayor Dunn

 Finance Officer, Linda Bruce

FARMINGBURY HILLS
GOLF COURSE

PROPOSED INCREASES APRIL 2010

<u>SURCHARGE</u>	9 HOLE	$\$1.00 + \$.50 = \1.50	
	18 HOLE	$\$2.00 + \$ 1.00 = \3.00	
<u>CART FEE'S</u>	9 HOLE	$\$10.00 + \$.50 = \10.50	ONE PERSON
		$\$18.00 + \$ 1.00 = \19.00	TWO PEOPLE
	18 HOLE	$\$19.00 + \$ 1.00 = \20.00	ONE PERSON
		$\$31.00 + \$ 1.00 = \32.00	TWO PEOPLE
<u>SPECIALS*</u>	9 HOLE	$\$21.00 + \$ 1.00 = \22.00	NON RESIDENT

*Restricted hours

THOMAS G. DUNN
MAYOR



OFFICE OF THE MAYOR

TOWN OF WOLCOTT

April 1, 2010

Mr. Michael J. Santogatta
Chairman, Wolcott Town Council
10 Kenea Avenue
Wolcott, CT 06716

Dear Mr. Santogatta:

Presented herein is the Town's 2010-2011 Proposed Budget.

I am submitting this proposed budget as the economy struggles to right itself from the widespread economic downturn.

While the Town of Wolcott, at this time, has withstood the challenges of the recession better than some other communities, this proposed budget takes a cautious, realistic approach to expenditures and revenues while at the same time safeguarding the quality of essential core services such as police protection and road maintenance. In addition, this proposed budget has been formulated to maintain all services, for example, support to our youth organizations and senior activities.

In difficult economic times such as we have experienced within the last two years, the demand on local government services rises as families face an uncertain financial future. Families are staying close to home. This puts more demand on local recreational facilities and we are also experiencing increased patronage at the Public Library.

The budget process began in early November, 2009 when department heads were asked to find opportunities to reduce their budget requests. At the same time they were asked to preserve the goals and objectives of their respective departments. Reductions were made in areas not governed by contracts and mandated costs. There is an increase of \$545,186.00 in pension contributions, an estimated \$84,276.00 increase in wages and \$50,000.00 for the mandated revaluation. Decreases in the medical cost, debt service and heart and hypertension resulted in a modest net increase in expenditures of \$213,384.14 for a total proposed expenditure budget of \$17,724,272.51. Included in the \$213,384.14 net increase is \$96,824.24 additional funding for LOCIP and Town aid Roads. The LOCIP and Town Aid Roads increase is offset by additional revenue of the same amount.

It would be negligent of me not to mention the concern expressed by the General Government employees in the 2009-2010 budget process. All union employees elected to forego negotiated wage increases and/or extend existing contracts for one year. Non-union personnel without hesitation accepted wage freezes. The \$84,276.00 increase in wages in the proposed budget does not reflect any retroactive wage increases.

The Governor's February budget proposal indicated no significant change in State Aid for Wolcott. By the State using ARRA Stabilization Dollars (Stimulus Money) the Education Cost Sharing Grant is estimated to remain level funded for Fiscal Year 2010-2011. However local revenue streams such as Town Clerk Fees, Investment Interest and Ambulance Service Fees will show significant reductions. These reductions are all tied to current economic conditions and we expect this trend to continue for several Fiscal Years. We will continue to monitor State revenue decisions for municipalities and any changes will be presented prior to our final budget approval.

Several positive steps occurred in the current Fiscal Year that requires mentioning:

- With the tax payers approving the use of \$175,000.00 from the Reserve Fund for Capital and Nonrecurring Expenditures we were able to continue a positive trend for the vehicle replacement program for the Police Department, renovate the dump bodies on Public Works trucks, update computer services in the Police Department and fund the Town's portion toward a new senior bus. This approval contributed to minimizing the increase in the General Government budget.
- The Youth Center Building is under construction and expected to be completed by early August.

Mr. Michael J. Santogatta,
Chairman, Wolcott Town Council
2010-2011 Proposed Budget

April 1, 2010
Page 2

I have not proposed any significant capital improvements, but in so doing I am cognizant that in upcoming Fiscal Years items such as major road improvements will have to be addressed. Just like many families, local government has had to find ways to do more with less. I believe this budget provides an excellent level of service to our residents while maintaining fiscal responsibility. In my years with our Public Works Department I found there are many ways to cut the grass so long as the end result is the same – ***THE GRASS WAS CUT***. This budget in conjunction with actions taken in prior Fiscal Years has resulted in a budget that does not contain a "***WISH LIST***". It is a budget I believe in.

In closing, I realize the Town Council members have the final responsibility in the budget process. As always, I welcome your questions, comments and suggestions and look forward to your cooperation in finalizing the 2010-2011 Fiscal Year Budget.

Respectfully,



Thomas G. Dunn, Mayor

TGD/lrb

CC: Town Council Members

Enclosure – 2010-2011 General Government Proposed Budget

TYNAN & IANNONE

Attorneys at Law

250 Wolcott Road
Wolcott, Connecticut 06716-2634

WILLIAM F. TYNAN
MARK IANNONE
BRIAN TYNAN
CLIFFORD COMERFORD
MATTHEW A. LUCARELLI

TELEPHONE
(203) 879-1431
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(203) 879-9152

March 30, 2010

Chairman Michael Santogatta
Wolcott Town Hall
10 Kenea Avenue
Wolcott, CT 06716

RE: Request of Town Clerk for Bid Waiver

Dear Chairman Santogatta and Members of the Wolcott Town Council:

Attached please find a cover letter from Dolores Slater the Wolcott Town Clerk as well as a cover letter from Linda Bruce the Municipal Finance Officer. As some of the Members of the Town Council who have been on the Council for a few years may recall that the Town Clerk had previously requested a Bid Waiver a few years ago for the indexing/scanning of deeds. The Town Clerk's office has been using the same vendor for over 30 years. Since the Contract for the indexing of these records is due to expire in June and since the Contracts were over the sum of \$5,000.00, the Town Clerk is again requesting a Bid Waiver.

I would request that the Wolcott Town Council allow this Bid Waiver request as it appears that, in my opinion, to be in the best interest of the Town. Title Searchers and Appraisers are happy with the record keeping and indexing of the Land Records in Wolcott. Based upon my experience the Cott Systems Incorporated appears to be a very good system and it would not be in the best interest of the Town to go out to seek other bidders. If another bidder were to be awarded a Contract to start indexing the records the new bidder in computerizing the records may lose some valuable data which would create problems for Title Searchers and Appraisers.

I believe it is important to point out that since this section of the Charter was changed approximately five years ago, there have been fewer than ten Bid Waiver requests in the last five years which shows the finance office is very strict about enforcing the bidding procedures.

Very truly yours,


Brian Tynan

BT/an
Enclosure



TOWN OF WOLCOTT

TOWN HALL • 10 Kenea Avenue
Wolcott, Connecticut 06716
Tel. (203) 879-8100 • Fax: (203) 879-8105

March 9, 2010

Brian Tynan
Tynan & Iannone
250 Wolcott Road
Wolcott, CT 06716

Dear Attorney Tynan:

In accordance with SECTION 707. EXPENDITURES AND ACCOUNTING (c),(v), of the Wolcott Town Charter, it is my opinion that it would not be in the best interest of the Town of Wolcott to solicit bids for the indexing of the land records that are maintained by the Wolcott Town Clerk. I am in agreement with the Town Clerk's letter of March 8, 2010 to Mayor Dunn and myself (on which you were copied) that there is ample justification to retain the current vendor.

Please call me at the Town Hall if you have any questions regarding this matter.

Very truly yours,

Linda R. Bruce, Municipal Finance Officer

Cc: Thomas G. Dunn, Mayor
Dolores C. Slater, Wolcott Town Clerk



Dolores "Debbie" Slater
Town Clerk

TOWN OF WOLCOTT

Town Clerk's Office
10 Kenea Avenue
Wolcott, Connecticut 06716
Tel. (203) 879-8100 * Fax (203) 879-8105



Karen Mowad
Asst. Town Clerk

March 8, 2010

Mayor Thomas Dunn
Municipal Finance Officer Linda Bruce
10 Kenea Avenue
Wolcott, CT 06716

Re: Request for Bid Waiver - Indexing of Land Records

Dear Mayor Dunn and Mrs. Bruce:

Our contract for indexing land records with Cott Systems Inc. is due to renew this June. I have enclosed a copy of the current contract. Section 707 of the Town Charter (copy attached) allows exemption for the bidding process for professional or technical services, if it is determined by the Mayor or Municipal Finance Officer that it is in the best interest of the Town to do so, and it is approved by the Town Council. As this is a renewal of a contract for an ongoing professional and technical service, I am respectfully requesting your recommendation to the Council to exercise their right to approve this bid waiver.

The current system allows us to index the deeds, scan the deeds, and create the pages for the land records books which are stored in our vault. The current vendor provides the hardware, software, customer support, training and supplies for the books. The current system also includes a public look up station which includes index information back to 1960. The vendor has advised me that they can renew the contract for the same monthly fee that we pay now.

We have been using this vendor for over 30 years. They currently serve 80 towns in Connecticut. The contract includes a flat monthly rate, rather than a per document charge. This makes it much easier to accurately budget the funds necessary to pay for the program each year. There are a few smaller companies that provide indexing services in the State, but they have only been in operation in the State for a short time (less than 10 years) and do not have the reliability, longevity or fiscal stability of our current vendor.

If we were to choose a new vendor, it would be necessary to convert our data to their system. This would be an additional expense for the Town, and there would be no guarantee that there would be no data lost when it is imported into another computer system. I am concerned that in this conversion, we could lose some of our permanent land records data.

It is my opinion as keeper of the records for the Town of Wolcott that it would be in the best interest of the Town to renew the contract with the current vendor for this professional and technical service. Section 707 allows the Council to waive the bidding process.

Very truly yours,

Dolores C. Slater, CMC
Wolcott Town Clerk

Enclosures

cc: Town Attorney Brian Tynan

TYNAN & IANNONE
Attorneys at Law
250 Wolcott Road
Wolcott, Connecticut 06716-2634

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March 30, 2010

Chairman Michael Santogatta
Wolcott Town Hall
10 Kenea Avenue
Wolcott, CT 06716

RE: Unemployment Tax Management Corporation

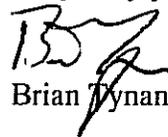
Dear Chairman Santogatta and Members of the Wolcott Town Council:

Attached please find a summary of findings for unemployment cost analysis of the Wolcott Public Schools from Unemployment Tax Management Corporation. The Board of Education recently has awarded a Contract to the Unemployment Tax Management Corporation to monitor and defend the Board of Education in Unemployment Hearings. It is my understanding that the charges are \$515.00 per quarter and that the Contract spans more than one fiscal year.

Technically in accordance with Section 306(h) of the Wolcott Town Charter the Contract requires Town Council approval.

I would recommend that the Council approve this Contract as the sum on a monthly basis is small in comparison to what the Town may be saving.

Very truly yours,


Brian Tynan

BT/an
Enclosure



Town of Wolcott

TOWN HALL • 10 KENEA AVE.
WOLCOTT, CONNECTICUT 06716

SEWER and WATER

March 19, 2010

Michael J. Santogatta, Chairman
WOLCOTT TOWN COUNCIL
10 Kenea Avenue
Wolcott, CT 06716

**RE: WOLCOTT WATER DEPARTMENT
CURRENT FEE SCHEDULE**

Dear Council Members:

As both the current and projected Water Department Budgets reflect deficits, and the trend analysis over the years continues to indicate usage fees billed and collected have been insufficient to meet the annual cost of operations, and the town auditors have been recommending reviewing and updating the fee structure for water usage in addition to establishing a funding policy sufficient to fund the cost of operations and the establishment of a reserve fund for contingency purposes, the Sewer and Water Commission voted to adjust the current fee schedule for next fiscal year as follows:

- 1) Increase permit fee from \$35 to \$50;
- 2) Increase application/connection fee from \$500 to \$700 (residential) and from \$2,000 to \$2,200 (commercial/industrial);
- 3) Increase basic service charge by \$25 (33%) annually; and
- 4) Increase usage rate 16% from \$3.04 p/ccf to \$3.54 p/ccf.

Please be advised, the quarterly water bill for a household of four with usage of 17 ccf will see their bill increase \$14.75.

Please note that these proposed adjustments are anticipated to cover the projected shortfall in next fiscal year's budget. Also, the budget's proposed expenditures were decreased by \$18,345 from this current fiscal year.

Page Two
M. Santogatta
March 19, 2010

Please be advised, since the onset of this Department in 1988, the permit fee was increased one time by \$10, the basic service charges have remained the same, the usage rate was increased one time by \$0.99 (49%) in 1998, and in 2005 the application/connection fees were increased by \$400 (single family), \$275 (multi-family), \$1,650 (commercial), and \$1,400 (industrial).

Please take into consideration that the system's infrastructure has increased since its onset to include the addition of two water booster stations and two 565,000 gallon water towers. Also, basic operating and maintenance costs have increased through the years due in part to overall expansion of the system and increased public health mandates for water quality monitoring and reporting. At this time, there are 565 customers, which computes on average to 1,576 people served.

The system, as built, has the ability to expand to accommodate three times its current service area. The Department has begun a plan layout that concentrates the next phases of expansion to be within the areas of town that can be serviced by the infrastructure currently in place. As the customer base grows, establishment of a reserve fund for contingency purposes can begin.

The Sewer and Water Commission hereby respectfully requests that the Wolcott Town Council take action in accordance with Section 7-239 of the Connecticut General Statutes. Should you require further information or have any questions or concerns, please do not hesitate to contact me at 203-214-1904 (jpaolino@halloran-sage.com).

Sincerely,

Handwritten signature of James Paolino in cursive script.

James Paolino, Chairman
SEWER AND WATER COMMISSION

JP/lb

cc: Mayor Thomas G. Dunn
Finance Officer Linda Bruce