

# **WOLCOTT TOWN COUNCIL**

Regular Meeting

Tuesday, March 15, 2011

Wolcott Town Hall, Council Chambers

7:30 P.M.

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## **MINUTES**

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**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 Regular 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, Michael Bokon, David Valletta, Michael Perrone, Gale Mastrofrancesco, Francis Masi, Charles Marsella, and Rachel Wisler

**MEMBERS ABSENT:** None

**ALSO PRESENT:** Mayor Thomas Dunn; Linda Bruce, Municipal Finance Officer; Brian Tynan, Town Attorney; et al.

### **APPROVAL OF MINUTES:**

#### **- Regular Meeting – March 1, 2011**

Upon **MOTION** by Michael Bokon, seconded by Francis Masi, it was unanimously voted to **approve** the minutes of the Regular Meeting held on March 1, 2011.

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

No taxpayers came forward.

### **CORRESPONDENCE (on file):**

1. Finance Office Transfers, submitted by Linda Bruce
2. Resolution: DECD Town-Wide Housing Rehabilitation Grant Application
3. Resolution: Americans with Disabilities Act Notice
4. Resolution: Town of Wolcott Grievance Procedure
5. Resolution: Town of Wolcott Fair Housing (3 parts)
6. Notice to Town Clerk dated March 2<sup>nd</sup> advising that a Public Hearing has been set for Tuesday March 15, at 6:30 p.m. on the proposed blight ordinance
7. Letter received March 8<sup>th</sup> from Helen Donovan advising that the Wolcott Food Pantry will be collecting non-perishable food items and personal items on the Town Green on Saturday, March 26<sup>th</sup> from 9:00 a.m. until 3:00 p.m.

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- 8.** Freedom of Information request received on March 10<sup>th</sup> from Andrew Larson, Waterbury Republican American Newspaper
  - 9.** Letter dated March 11<sup>th</sup> from the Democratic Town Committee announcing that Teresa Pineau was unanimously elected to fill the vacancy created by Mark Baldwin's resignation from the Board of Education
  - 10.** Board of Education Year to Date Budget Report dated 02-28-11
  - 11.** Town of Wolcott Expenditure Report, Revenue Report, & Trial Balance, for month ending 02-28-11
  - 12.** Cash Flow Report dated 03-15-11, submitted at meeting by Linda Bruce

## **MAYOR'S REPORT:**

Mayor Dunn came forward and reported the following:

- Reviewed the sequence of events starting with former Chief O'Leary's resignation to date; no payments have been made to Neil O'Leary with respect to consulting;
- Construction to repair bridge on bottom of Center Street will start end of this year or next year; public hearing was already held;
- They can send the road reconstruction plan and the waterline project to the residents for approval in May or June, and then go out for the BAN (Bond Anticipation Note) in July; he will be bringing a plan to the Council soon; he will be planning information sessions for the taxpayers to show that it is a fiscally sound plan

A question and answer period followed, during which discussions were held regarding the following:

- Article in newspaper stating that Neil O'Leary is already getting paid as a consultant is false; he has not received any funds; lengthy discussion followed;
- Setting a meeting with the Town Council Finance Sub-Committee regarding the BAN for the roads and the waterline;
- The process of applying for use of Youth Center; must go through proper channels; WALC Board; fees for use vary;
- The Town has not been a member of CCM since 2004 (CT Conference of Municipalities) due to the fees; CCM was \$10,000 per year; now a member of COST (Council of Small Towns) \$1,200 per year;
- The appointment letters to the newly combined Parks and Recreation and Acquired Facilities Commission will be sent tomorrow; it was difficult as there were 13 members between the two Commissions and he had to narrow that down to 7;

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- There are CO2 monitors outside of the boiler rooms in all of the schools;
  - Monitoring any new information regarding the snow and ice removal chemicals that they use;

### FINANCE OFFICER'S REPORT/TRANSFERS:

Mrs. Bruce came forward and reported the following:

- Gasoline bids were opened on March 7<sup>th</sup> at 11:00 a.m.; will be discussed later;
- Electricity generation services bids will be opened tomorrow at 2:00 p.m.;
- Finance Office personnel continue to work with the Mayor for finalization of the FY 2011-2012 budget;
- Submitted an updated Cash Flow report dated 03-15-11
- As the Mayor stated in his report, former Chief O'Leary has not received any payment for consulting services, to date; the statement in the Waterbury Republican American Newspaper on Thursday, March 10<sup>th</sup> was incorrect and was also incorrect on Sunday, March 13<sup>th</sup>

Mrs. Bruce next advised that she has submitted the following transfers for approval:

Upon **MOTION** by Michael Bokon, seconded by Rachel Wisler, it was unanimously voted to **approve** the following transfer; General Gov't – 112, to 01-1-112-3-3200 Legal & Consulting \$10,000.00 from 01-2-211-1-1100 Salary/Administrative \$10,000.00.

Upon **MOTION** by Francis Masi, seconded by Gale Mastrofrancesco, it was unanimously voted to **approve** the following transfer; Tax Collector – 163; to 01-1-153-3-3991 Credit Card Collect. Expense \$1,000.00; from 01-1-153-3-3010 Legal/Public Notices \$500.00, and also from 01-1-153-3-3015 Adv. Lien Sales \$500.00.

Upon **MOTION** by Francis Masi, seconded by Gale Mastrofrancesco, it was unanimously voted to **approve** the following transfer; Highway – 311; to 01-3-311-1-1400 Overtime \$30,000.00, from 01-2-211-1-1140 Wages-Operations \$30,000.00.

Upon **MOTION** by Francis Masi, seconded by Rachel Wisler, it was unanimously voted to **approve** the following transfer; Farmingbury – Fund 31; to 31-5-801-4-4105 Fuel, Heating \$2,000.00, also to 31-5-801-4-4420 Maint \$& Repair Buildings \$3,888.00, from 31-5-801-5-5701 Fuels-Gas, Oil, Diesel \$2,000.00, and also from 31-5-801-8-8163 Golf Cart Lease \$3,888.00.

### SUB-COMMITTEE AND LIAISON REPORTS:

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**Elected Officials Salaries Committee:** Mr. Bokon advised that the committee met yesterday and determined that they will keep the elected officials' salaries the same as they currently are for the next two years. They will take action on this item later on the agenda.

### UNFINISHED BUSINESS:

#### 1. Discussion Regarding Proposed Blight Ordinance

Chairman Santogatta advised that there are timeframes for publication after an ordinance has been adopted. If approved this evening, it would have to appear in the Waterbury Republican American Newspaper and cost about \$2,000. If action is taken at the next meeting on April 5<sup>th</sup>, it would be able to appear in the Wolcott Community News, still meet the timeframe, and cost about \$800.00

Upon **MOTION**, by David Valletta, seconded by Francis Masi, it was unanimously voted to **table** 'Discussion & Possible Action on Proposed Blight Ordinance', until their next meeting based on new information received from Mrs. Wisler and Mr. Masi.

### NEW BUSINESS:

#### 1. Resolution: DECD Town-Wide Housing Rehabilitation Grant Application

Upon **MOTION**, by Steven Olmstead, seconded by David Valletta, it was unanimously voted to adopt Resolution for DECD Town-Wide Housing; Department of Economic and Community Development State of Connecticut; WHEREAS, federal monies are available under the Title I of the Housing and Community Development Act of 1974, 42 U.S.C § 5301, et. seq., as amended, also known as Public Law 93-383, and administered by the State of Connecticut, Department of Economic and Community Development as the Connecticut Small Cities Development Block Grant Program; and WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of the State of Connecticut Department of Economic and Community Development is authorized disburse such federal monies to local municipalities; and WHEREAS, it is desirable and in the public interest that the Town of Wolcott make an application to the State for \$300,000 in order to undertake and carryout a Small Cities Community Development Program and to execute an Assistance Agreement (**full text of resolution attached**).

#### 2. Resolution: Americans with Disabilities Act Notice

Upon **MOTION**, by Steven Olmstead, seconded by Francis Masi, it was unanimously voted to **adopt** the following resolution; Certified Resolution of the

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Town of Wolcott Town of Wolcott Americans with Disabilities Act Notice; BE IT RESOLVED that the Town of Wolcott does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services, or activities. Town of Wolcott does not discriminate on the basis of disability in its hiring or employment practices; This notice is provided as required by Title II of the Americans with Disabilities Act of 1990 (**full text of resolution attached**).

### 3. Resolution: Town of Wolcott Grievance Procedure

Upon **MOTION**, by Steven Olmstead, seconded by Francis Masi, it was unanimously voted to adopt the following resolution; Certified Resolution of the Town of Wolcott; Town of Wolcott Grievance Procedure; BE IT RESOLVED that this Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in employment practices and policies or the provision of services, activities, programs, or benefits by: Town Of Wolcott (Mr. Olmstead waived the reading of the remainder of the resolution and requested that it be entered into the minutes) **{see attached}**.

### 4. Resolution: Town of Wolcott Fair Housing

Upon **MOTION**, by Steven Olmstead, seconded by Francis Masi, it was unanimously voted to **adopt** the following resolution; FAIR HOUSING RESOLUTION; Town of WOLCOTT; WHEREAS, All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and (Mr. Olmstead waived the reading of the remainder of the resolution and requested that it be entered into the minutes) **{see attached}**.

### 5. Appointment to the Board of Education

Upon **MOTION**, by Francis Masi, seconded by David Valletta, it was unanimously voted to **appoint** Theresa Pineau to the Board of Education.

### 6. Town Council Budget Building

Chairman Santogatta stated that up for discussion is whether the Town Council should request monies in their budget to purchase some type of iPad or computer device. If this is something that they want to do, then they would need to give the Finance Officer some type of direction so that she can place the monies in the budget. The budget will be coming back to them for a decision, and at that time they would be able to discuss and make a decision as to whether to keep in the budget or cut it out. Mrs. Mastrofrancesco and Mr. Olmstead expressed that they did not feel that the taxpayers should be burdened with this expense, especially during difficult economic times. Lengthy discussion followed

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with respect to the pros and cons of obtaining the devices for the Council, specifically, with respect to savings on paper and postage. It was determined that the Council would like to place monies into their budget for this purpose and that they can discuss it at their Workshop.

### 7. Discussion & Possible Action on Elected Officials Salaries

Upon **MOTION**, by Steven Olmstead, seconded by Michael Bokon, it was unanimously voted to **set** the Elected Officials salaries at the following (*no changes from current salaries-per Charter, effective after the next election period in November 2011-and cannot be changed for the next two years*):

- 01-1-111-1-1100 Salary Administrative – Mayor \$82,000
- 01-1-111-1-1101 Longevity – Mayor (Currently not eligible-new account)
- 01-1-121-8-8150 Council Stipend \$18,000 (\$2,000 each Council member)
- 01-1-122-1-1100 Salary Administrative – Town Clerk \$55,000
- 01-1-122-1-1101 Longevity – Town Clerk (Currently not eligible-new account)
- 01-1-151-1-1100 Salary/Administrative – Treasurer \$21,000
- 01-1-151-1-1101 Longevity – Treasurer (New Account) \$1,000
- 01-1-153-1-1100 Salary/Administrative – Tax Collector \$55,100
- 01-1-153-1-1101 Longevity – Tax Collector (New Account) \$1,600
- 01-1-155-1-1100 Board of Assessment Appeals - Stipend \$1,800 (\$600 each member)
- 01-1-166-5-5200 Zoning Board of Appeals – Travel Expense \$1,000 (\$200 each member)
- 01-1-167-1-1127 Wages- Deputies- Registrars - \$16,000 (\$8,000 each Deputy)
- 01-1-167-1-1140 Wages – Operations – Registrars \$24,000 (\$12,000 each Registrar)

Mayor Dunn raised the issue of longevity and noted that what was originally intended was to pay longevity to a person that has held a specific position for a specific amount of time. He noted, however, that it actually states 'continuous employment with the Town', which means something else entirely. Chairman Santogatta noted that Mrs. Bruce explained this issue to them, and at a later date, the Town Council must come up with a resolution to clarify the intent.

### 8. Discussion & Possible Action Regarding Authorization for Mayor to Sign on to Heating Oil & Diesel Contract with the Board of Education for FY 2011-2012

Upon **MOTION**, by Michael Perrone, seconded by Gale Mastrofrancesco, it was unanimously voted to **authorize** the Mayor to sign on to Heating Oil & Diesel Contract with the Board of Education for FY 2011-2012.

### 9. Discussion & Possible Action Regarding Authorization for Mayor to Sign Gasoline Contract for FY 2011-2012

Upon **MOTION**, by Rachel Wisler, seconded by Francis Masi, it was unanimously voted to **authorize** the Mayor to sign Gasoline Contract for FY 2011-2012.

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### **10. Discussion & Possible Action on Consulting Agreement for Police Department**

A **MOTION** was offered, by Steven Olmstead, seconded by Michael Perrone to **approve** the proposed Consulting Agreement for Police Department.

Mr. Olmstead advised that he has received extensive negative feedback from the public about paying the former Police Chief for consulting fees after hiring the new Deputy Chief who is highly qualified and was recommended for the job by the former Police Chief. Mrs. Mastrofrancesco advised that the Council has discussed this extensively and all agreed that this was the correct way to go. Mr. Perrone, Mr. Marsella, and Mrs. Wisler stated that they agreed that services for consulting are required, however, they would like to see some of the wording in the proposed contract revised with respect to specific duties. Mayor Dunn noted that he and the Town Council have discussed this for a long time and everyone has agreed that these services were necessary. Lengthy discussion followed.

Upon **MOTION**, by Gale Mastrofrancesco, seconded by Francis Masi, it was voted, by a majority, to move the question; Mr. Perrone opposed.

Chairman Santogatta called for a vote on the main motion.

Clarification was requested by several council members. Chairman Santogatta stated that the main motion is to approve the proposed consulting agreement. It was noted that if the motion is defeated, the item could be reconsidered after executive session if someone on the prevailing side requests it to be.

**A roll call vote was taken and the main motion failed as indicated below:**  
(6 No, 1 yes, 1 Abstain).

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Francis Masi			X
Charles Marsella		X	
Michael Perrone		X	
Steven Olmstead		X	
Michael Bokon		X	
Gale Mastrofrancesco	X		
David Valletta		X	
Rachel Wisler		X	

**ITEMS FOR NEXT AGENDA:**

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- Discussion & Possible Action on Proposed Blight Ordinance

Chairman Santogatta advised that if anyone has any items for the next agenda to contact himself or the Clerk.

### TAXPAYERS' TIME:

No taxpayers came forward.

### EXECUTIVE SESSION:

Upon **MOTION** by Michael Perrone, seconded by Charles Marsella, it was unanimously voted to take a five minute recess at 8:48 p.m. and then **enter** into Executive Session for the purposes of discussing a Contractual Matter and a Negotiations Matter, inviting Mayor Dunn and Town Attorney Brian Tynan.

Chairman Santogatta called the regular session back to order at 9:40 p.m.

Upon **MOTION** by Charles Marsella, seconded by Michael Bokon, it was unanimously voted to **reconsider** the Consulting Agreement with Neil O'Leary with changes as discussed, and **authorize** the Mayor and the Town Council Chairman to sign said agreement.

Upon **MOTION** by Gale Mastrofrancesco, seconded by Francis Masi, it was voted, by a majority, to **approve** the Consulting Agreement with Neil O'Leary, as amended; Mr. Olmstead opposed.

### ADJOURNMENT:

Upon **MOTION**, Charles Marsella, seconded by, Michael Perrone, it was unanimously voted to **adjourn** the regular meeting at 9:44 p.m.

### APPROVED:

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Elizabeth Gaudiosi, Secretary  
WOLCOTT TOWN COUNCIL

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Michael J. Santogatta, Chairman  
WOLCOTT TOWN COUNCIL



# TOWN OF WOLCOTT

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

March 10, 2011

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

## RE: TRANSFERS WITHIN / BETWEEN DEPARTMENTS

Dear Mr. Santogatta:

In accordance with the provisions of the Wolcott Town Charter, I am hereby notifying you of the following transfers contained in Schedule A (Fund 01) and Schedule A (Fund 31), which are attached hereto and made a part hereof.

If you have any questions, please feel free to contact me.

Sincerely,

Linda R. Bruce  
Municipal Finance Officer

LRB/jes  
Enclosure

MAYOR'S ACTION:  
DATE: March 10, 2011

APPROVED BY:

  
Thomas G. Dunn, Mayor  
Town of Wolcott

COUNCIL'S ACTION:  
DATE: March 15, 2011

APPROVED BY:

  
Chairman, Wolcott Town Council

**SCHEDULE A**  
**TRANSFERS WITHIN / BETWEEN DEPARTMENTS - FUND 01**  
**2010-2011 FISCAL YEAR - FOR REVIEW ON MARCH 15, 2011**

<u>DEPARTMENT</u>		<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
GENERAL GOVT. - 112	TO	01-1-112-3-3200	LEGAL & CONSULTING SERVICES	10,000.00	
	FROM	01-2-211-1-1100	SALARY / ADMINISTRATIVE		10,000.00

Reason: To pay for consulting services to be provided by Neil O'Leary

TAX COLLECTOR - 153	TO	01-1-153-3-3991	CREDIT CARD COLLECT. EXPENSE	1,000.00	
	FROM	01-1-153-3-3010	LEGAL / PUBLIC NOTICES		500.00
		01-1-153-3-3015	ADV. / LIEN SALES		500.00

Reason: To pay for credit card property tax collection expenses through the end of the 2010-2011 Fiscal Year.

HIGHWAY - 311	TO	01-3-311-1-1400	OVERTIME	30,000.00	
	FROM	01-2-211-1-1140	WAGES-OPERATIONS		30,000.00

Reason: To pay for overtime through the end of the 2010-2011 Fiscal Year.

# TOWN of WOLCOTT

## REQUEST FOR TRANSFER

DATE: 3/9/2011

REQUESTOR: L.R.BRUCE

DEPT. 112

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-1-112-3-3200</u>	<u>LEGAL &amp; CONSULTING SERVICES</u>	<u>10,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>01-2-211-1-1100</u>	<u>SALARY / ADMINISTRATIVE</u>	<u>10,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

**REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE  
TOWN COUNCIL FOR REVIEW & APPROVAL - PLEASE ENSURE  
THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

The "To" account is not exhausted.

Transfer is needed for:

To pay for consulting services to be provided by Neil O'Leary.

The effect on the "from" account(s):

As a result of staffing changes, funds are available for transfer.

APPROVAL L. R. Bruce.....

FINANCE OFFICE USE

DATE: 3/10/11.....

# TOWN of WOLCOTT

## REQUEST FOR TRANSFER

DATE: 3/9/2011

REQUESTOR: L.R. BRUCE

DEPT. 153

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-1-153-3-3991</u>	<u>CREDIT CARD COLLECTION EXPENSE</u>	<u>1,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>01-1-153-3-3010</u>	<u>LEGAL / PUBLIC NOTICES</u>	<u>500.00</u>
	<u>01-1-153-3-3015</u>	<u>ADV. / LIEN SALES</u>	<u>500.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

**REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE TOWN COUNCIL FOR REVIEW & APPROVAL - PLEASE ENSURE THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

The "To" account is exhausted due to an unanticipated increase in the volume of credit card transactions for property tax collections.

Transfer is needed for:

To pay for credit card property tax collection expenses through the end of the 2010-2011 Fiscal Year.

The effect on the "from" account(s):

Funds are available for transfer in these accounts.

APPROVAL L. R. Bruce FINANCE OFFICE USE DATE: 3/10/11

# TOWN of WOLCOTT

## REQUEST FOR TRANSFER

DATE: 3/9/2011

REQUESTOR: L.R. BRUCE

DEPT. 311

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-3-311-1-1400</u>	<u>OVERTIME</u>	<u>30,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>01-2-211-1-1140</u>	<u>WAGES - OPERATIONS</u>	<u>30,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

**REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE TOWN COUNCIL FOR REVIEW & APPROVAL - PLEASE ENSURE THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

The "To" is exhausted as a result of the unpredictable severity and timing of winter storms.

Transfer is needed for:

To pay for overtime through the end of the 2010-2011 Fiscal Year.

The effect on the "from" account(s):

Due to staffing changes, funds are available for transfer.

APPROVAL L.R. Bruce ..... FINANCE OFFICE USE DATE: 3/10/11 .....

**SCHEDULE A**  
**TRANSFERS WITHIN / BETWEEN DEPARTMENTS - FUND 31**  
**2010-2011 FISCAL YEAR - FOR REVIEW ON MARCH 15, 2011**

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
FUND 31 - FARMINGBURY				
	TO: 31-5-801-4-4105	FUEL, HEATING	2,000.00	
	31-5-801-4-4420	MAINT & REPAIR BUILDINGS	3,888.00	
	FROM: 31-5-801-5-5701	FUELS-GAS,OIL, DIESEL		2,000.00
	31-5-801-8-8163	GOLF CART LEASE		3,888.00

Reason: Account 4105: To pay for heating fuel through the end of the 2010-2011 Fiscal Year  
 Account 4420: To pay for snow removal and repairs to roofs.

# TOWN of WOLCOTT

## REQUEST FOR TRANSFER

DATE: 3/7/2011

REQUESTOR: C. VASTOLA

FUND 31

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>31-5-801-4-4105</u>	<u>FUEL, HEATING</u>	<u>2,000.00</u>
	<u>31-5-801-4-4420</u>	<u>MAINT &amp; REPAIR BUILDINGS</u>	<u>3,888.00</u>
FROM	<u>31-5-801-5-5701</u>	<u>FUELS-GAS, OIL, DIESEL</u>	<u>2,000.00</u>
	<u>31-5-801-8-8163</u>	<u>GOLF CART LEASE</u>	<u>3,888.00</u>

**REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE  
TOWN COUNCIL FOR REVIEW & APPROVAL - PLEASE ENSURE  
THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

The "To" accounts are not exhausted.

Transfer is needed for:

Account 4105: To pay for heating fuel through the end of the 2010-2011 Fiscal Year.

Account 4420: To pay for snow removal and repairs to roofs.

The effect on the "from" account(s):

Balances are available for transfer in these accounts.

APPROVAL L. R. Bruce.....

FINANCE OFFICE USE

DATE: 3/10/11.....

# Wolcott Democratic Town Committee

Michael Santogatta, Chairman, Wolcott Town Council  
10 Kenea Ave.  
Wolcott, CT 06716  
3/11/11

Re: Teresa Pineau

Dear Chairman Santogatta:

I'm pleased to announce that at last night's meeting of the Wolcott Democratic Town Committee, Teresa Pineau was unanimously elected to fill the vacancy created by Mark Baldwin's resignation from the Board of Education.

Teresa has been involved with the PTO for many years and has recently become a member of the Wolcott Democratic Town Committee. She has four children in the Wolcott School System and I feel that she will be a great addition to the board.

Thank you for your consideration in this matter.

Sincerely,

*David Gentile*

David Gentile  
Chairman  
Wolcott Democratic Town Committee

# 333

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT  
STATE OF CONNECTICUT  
(AN EQUAL OPPORTUNITY EMPLOYER)  
**CERTIFIED RESOLUTION OF THE GOVERNING BODY**

I, **Dolores C. Slater, Wolcott Town Clerk**, certify that below is a true and correct copy of a resolution duly adopted by the **Town of Wolcott** at a meeting of its **Town Council** duly convened on **March 15, 2011**, and which has not been rescinded or modified in any way whatsoever and is at present in full force and effect.

3-21-2011

(Date)

*Dolores C Slater*

(Signature and Title of Official)

SEAL

**WHEREAS**, federal monies are available under the Title I of the Housing and Community Development Act of 1974, 42 U.S.C § 5301, et. seq., as amended, also known as Public Law 93-383, and administered by the State of Connecticut, Department of Economic and Community Development as the Connecticut Small Cities Development Block Grant Program; and

**WHEREAS**, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of the State of Connecticut Department of Economic and Community Development is authorized disburse such federal monies to local municipalities; and

**WHEREAS**, it is desirable and in the public interest

that the Town of Wolcott make an application to the State for  
(Municipality)

\$300,000 in order to undertake and carryout a Small Cities Community Development Program and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE

**Town Council**

(Governing Body)

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by  
Part VI of Chapter 130 of the CGS  
(State Statutory Reference)

2. That the filing of an application for State financial assistance by

**Town of Wolcott**

(Municipality)

in an amount not to exceed \$300,000 is hereby approved and that

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**Mayor, Thomas G. Dunn**

(Title and Name of Authorized Official)

is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, to carryout approved activities and to act as the authorized representative of

**Town of Wolcott**

(Municipality)

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Adopted by the **TOWN COUNCIL** of the **TOWN OF WOLCOTT** on **March 15, 2011**.

  
Michael J. Santogatta, Chairman  
Wolcott Town Council

Dated at Wolcott, CT on March 15, 2011.



# 334  
**TOWN OF WOLCOTT**

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

**Certified Resolution  
of the Town of Wolcott**

**Town of Wolcott Americans with Disabilities Act Notice**

**BE IT RESOLVED** that the Town of Wolcott does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services, or activities. Town of Wolcott does not discriminate on the basis of disability in its hiring or employment practices.

This notice is provided as required by Title II of the Americans with Disabilities Act of 1990.

Questions, concerns, complaints, or requests for additional information regarding the ADA may be forwarded to Town of Wolcott designated ADA Compliance Coordinator.

**Title:** Municipal Agent  
**Office Address:** 10 Kenea Avenue  
Wolcott, CT 06716  
**Phone Number:** (203) 879-8100  
**Days/Hours Available:** Monday – Wednesday 8:00AM to 4:30PM /Thursday 8:00 A.M.-5:30 P.M.  
Friday 8:00AM- 12:00 P.M

Individuals who need auxiliary aids for effective communication in programs and services of the Town of Wolcott are invited to make their needs and preferences known to the ADA Compliance Coordinator.

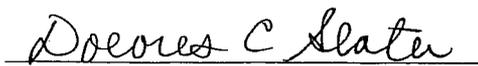
Adopted at the **March 15, 2011** Wolcott Town Council Meeting.

  
**Michael J. Santogatta, Chairman**  
**Wolcott Town Council**

Dated at Wolcott, CT this 15<sup>th</sup> day of March, 2011.

**CERTIFICATION**

I, Dolores C. Slater, do hereby certify that the above is a true and correct copy of resolution duly adopted and ratified by the **Town Council of the Town of Wolcott on March 15, 2011**, 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: 3-21-2011

{SEAL}



# 335  
TOWN OF WOLCOTT

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## Certified Resolution of the Town of Wolcott

### Town of Wolcott Grievance Procedure

**BE IT RESOLVED** that this Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in employment practices and policies or the provision of services, activities, programs, or benefits by: Town Of Wolcott

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

Municipal Agent  
(203) 879-8100 ext. 103  
10 Kenea Avenue  
Wolcott, CT 06716

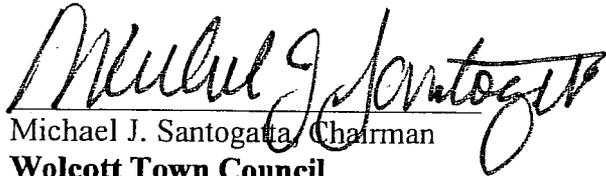
Within 15 calendar days after receipt of the complaint, Municipal Agent will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, Municipal Agent will respond in writing, and, where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of Municipal Agent and offer options for such substantive resolution of the complaint.

If the response by Municipal Agent does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision of the ADA Coordinator within 15 calendar days after receipt of the response to the Mayor or his or her designee.

Within 15 calendar days after receipt of the appeal, the Mayor or his or her designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 days after the meeting the Mayor or his or her designee will respond in writing, and where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by Municipal Agent, appeals to the Mayor or his or her designee, and responses from the ADA Coordinator and Mayor or his or her designees, will be kept by the Town Of Wolcott for at least three years.

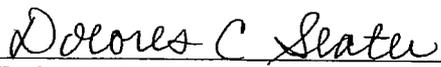
Adopted at the **March 15, 2011** Wolcott Town Council Meeting.

  
Michael J. Santogatta, Chairman  
**Wolcott Town Council**

Dated at Wolcott, CT this 15<sup>th</sup> day of March 2011.

### 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. The foregoing is a true and correct copy of resolution duly adopted and ratified by the **Town Council of the Town of Wolcott on March 15, 2011**, 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: 3-21-2011

{SEAL}



# TOWN OF WOLCOTT

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

## FAIR HOUSING RESOLUTION TOWN OF WOLCOTT

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

**WHEREAS**, Federal Fair Housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status or national origin, be given equal access to all housing-related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and

**WHEREAS**, Connecticut Fair Housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, be given equal access to all housing-related opportunities, including 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 to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by State and Federal law; and

**BE IT FURTHER RESOLVED**, That Chief Executive Officer 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 an illegal discriminatory housing practice in the **Town of Wolcott** and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

Adopted by the **TOWN OF WOLCOTT** on **March 15, 2011**.

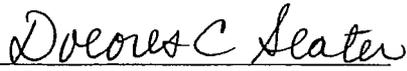
  
Michael J. Santogatta, Chairman  
Wolcott Town Council

  
Thomas G. Dunn, Mayor  
Town of Wolcott

Dated at Wolcott, CT on March 15, 2011.

### CERTIFICATION

I, Dolores C. Slater, do hereby certify that this is a true and correct copy of resolution duly adopted and ratified by the **Town Council of the Town of Wolcott on March 15, 2011**, 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

3-21-2011  
Date

{seal}



# TOWN OF WOLCOTT

TOWN HALL • 10 Kenea Avenue

Wolcott, Connecticut 06716

Tel. (203) 879-8100 • Fax: (203) 879-8105

## 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: March 15, 2011

3-15-11

Date

Thomas G. Dunn

Thomas G. Dunn, Mayor  
Town of Wolcott

**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.**

# 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.