

WOLCOTT TOWN COUNCIL

Regular Meeting

Tuesday, March 20, 2012

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

MEMBERS PRESENT: Chairman David Valletta, Vice-Chairman Gale Lanza Mastrofrancesco, Francis Masi, James Pape, Roger Picard, Jeffrey Slavin, Rachel Wisler, Charles Marsella, and Donald Charette Sr.

MEMBERS ABSENT: None

ALSO PRESENT: Mayor Thomas G. Dunn; Linda Bruce, Municipal Finance Officer; Brian Tynan, Town Attorney; Allison Gough & Hayley Conroy, Creative Writing Contest Winners; et al.

INTRODUCTION of CREATIVE WRITING CONTEST WINNERS:

Mrs. Wisler stated that for the past seven years the Junior Women's Club has sponsored an essay contest each January that is open to all fifth graders in the Town of Wolcott. A winner is picked from each school, at which time she noted that this year the winners are Allison Gough from Wakelee, Hayley Conroy from Frisbie, and Evan St. Arnold from Alcott. She noted that two of the winners are present this evening. Allison Gough and Hayley Conroy were introduced and each came forward to read their essays aloud. Mrs. Wisler stated that Evan St. Arnold could not attend this evening and proceeded to read his essay aloud. Chairman Valletta congratulated the winners and thanked them for coming this evening.

APPROVAL OF MINUTES:

- **Regular Meeting – March 6, 2012**

Upon **MOTION** by Rachel Wisler, seconded by Roger Picard, it was unanimously voted to **approve** the minutes of the Regular Meeting held on March 6, 2012.

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

No taxpayers came forward.

CORRESPONDENCE (on file):

1. Finance Office Transfer, submitted by Linda Bruce

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2. Invitation received on March 7th from the Wolcott Exchange Club for the 2012 Public Service Awards to be held on April 16th at The Krystal Gardens
3. Letter dated March 7th to Cheryl Brundage regarding her appointment as Tax Collector
4. Notice to Town Clerk dated March 7th regarding cancellation of regular meeting on April 3rd and also advising that a Special Meeting has been scheduled the following week on Tuesday April 10th for the presentation of the Town of Wolcott Proposed Budget for FY 2012-2013
5. Letter dated March 14th to various parties regarding the installation of a Break Away Gate at the intersection of Stanley St. & Long Swamp Rd.
6. Board of Education Year to Date Budget Report dated 02-29-12 (separate email attachment)
7. Town of Wolcott Expenditure Report, Revenue Report, & Trial Balance, for month ending
02-29-12
8. Proposed Contract for J&J Paving, LLC for Road Reconstruction
9. Invitation received on March 20th to a Retirement Party for Lorraine McQueen to be held on Saturday April 21st at the River Restaurant

MAYOR'S REPORT:

Mayor Dunn advised that he does not have a report this evening.

Mrs. Wisler inquired if there was a final report on the Andrews Road issue, at which time Mayor Dunn stated not yet. They have to meet with the residents again to follow up.

FINANCE OFFICER'S REPORT/TRANSFERS:

Linda Bruce came forward and reported the following:

- They continue to work on the FY 2012-2013 budget as well as the Mayor's PowerPoint Presentation
- A Cash Flow for FY 2011-2012 will be distributed at the Mayor's budget presentation

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- An updated Cash Flow will be provided to Council members at the second meeting of each month for the balance of the fiscal year
 - The electricity bid was opened on March 15th, with five companies responding; Constellation New Energy was the lowest bidder for their energy supplier
 - The bid price is .0612 per kilowatt hours; a decrease of .0139; this equates to a potential savings of \$11,370, coupled with the savings earned by installing timers on thermostats and lighting fixtures, they are expecting a total savings for electricity of approximately \$16,000
 - The gasoline bid was opened on March 16th with Dime Oil being the successful bidder; they have awarded the bid for the differential but have not finalized the base price
 - The bids for propane are due by April 5th; propane is used for heating at public works, the animal control facility, the ambulance building, the Farmingbury maintenance building and the Pro Shop, and also for the emergency generators throughout the town
 - The bid request for vehicle repairs will be placed by the first week in April
 - There is one transfer submitted for approval this evening

A brief question and answer period followed regarding the electricity bid and the expected savings; clarification was provided by Mrs. Bruce.

Upon **MOTION** by Francis Masi, seconded by Jeffrey Slavin, it was unanimously voted to **approve** the following transfer; from Dept. 216 'Public Safety Building'; line item #1140 \$3,400.00, to Dept. 216, line item #1140 \$3,400.00 (**see attached**).

With respect to the above transfer, Mrs. Bruce explained why additional funds were needed for sanitizing and disinfecting the cell block area.

SUB-COMMITTEE AND LIAISON REPORTS:

There were no reports.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

1. **Discussion & Possible Action to Approve Contract for J&J Paving, LLC for Road Reconstruction**

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A **MOTION** was offered by Rachel Wisler, seconded by Jeffrey Slavin, to **approve** the contract for J&J Paving, LLC for road reconstruction (**on file**).

Mayor Dunn referenced the road reconstruction project and noted that this is for the labor for the smaller roads. A brief question & answer period followed with respect to the specifics of the contract; Mayor Dunn provided clarification for same.

Attorney Tynan advised that it is a standard contract and noted that he is fine with its form.

A roll call vote was taken and the above motion *carried* as indicated below:
(9 Yes; 0 No)

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Gale Mastrofrancesco	X		
Rachel Wisler	X		
Roger Picard	X		
Jeffrey Slavin	X		
Donald Charette	X		
Francis Masi	X		
Charles Marsella	X		
James Pape	X		
David Valletta	X		

2. Discussion & Possible Action on Bid Waiver Request for Multiple Contracts for Road Reconstruction

Mayor Dunn advised that this is also for the road reconstruction project and spoke about an issue that they ran into last year. Late in August, there was a company that was able to offer asphalt for less than the state bid, however, due to the time requirements for the bidding procedure, the Town lost the opportunity to purchase the asphalt for less. He noted that the asphalt was \$12.00 per ton cheaper and some companies just don't want to bid. He stated that he is requesting this so that if the opportunity arises, he and the Finance Officer would have the authority to purchase asphalt for less without having to go through the public bidding procedure; they may only offer the price for a couple of weeks. The public bidding procedure takes at least 15 days; it must be published, etc.

Attorney Tynan advised that there are a few issues here, one of which is past history. Last year there was an opportunity for the Town to get a lower price which they were not able to do. A question and answer period followed and lengthy discussion transpired after which the following motion was approved:

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Upon **MOTION** by Charles Marsella, seconded by James Pape, it was unanimously voted to **authorize** the Mayor and Finance Officer the bid waiver request proposed tonight to save the Town money on purchasing asphalt for road reconstruction, in accordance with the Town of Wolcott Charter.

ITEMS FOR NEXT AGENDA:

Chairman Valletta advised that if anyone has any items that they should contact himself or the Clerk.

TAXPAYERS' TIME:

No taxpayers came forward.

EXECUTIVE SESSION:

No Executive Session was held.

ADJOURNMENT:

Upon **MOTION**, by Gale Mastrofrancesco, seconded by Donald Charette, it was unanimously voted to **adjourn** the meeting at 8:07 p.m.

APPROVED:

Elizabeth Gaudiosi, Secretary
WOLCOTT TOWN COUNCIL

David Valletta, Chairman
WOLCOTT TOWN COUNCIL



TOWN OF WOLCOTT

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

March 15, 2012

David Valletta, Chairman
Wolcott Town Council
10 Kenea Avenue
Wolcott, CT 06716

RE: TRANSFERS WITHIN/BETWEEN DEPARTMENTS FISCAL YEAR 2011/2012

Dear Mr. Valletta:

In accordance with the provisions of the Wolcott Town Charter, I am hereby notifying you of the following transfer for Fiscal Year 2011/2012 contained in Schedule A (Fund 01) which is 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 15, 2012

APPROVED BY: 
Thomas G. Dunn, Mayor
Town of Wolcott

COUNCIL'S ACTION:
DATE: March 20, 2012

APPROVED BY: 
Chairman, Wolcott Town Council

SCHEDULE A
TRANSFERS WITHIN / BETWEEN DEPARTMENTS - FUND 01
2011-2012 FISCAL YEAR - FOR REVIEW ON MARCH 20, 2012

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
216 - PUBLIC SAFETY BUILDING				
	TO 01-2-216-1-1140	WAGES-OPERATIONS	3,400.00	
	FROM 01-2-211-1-1140	WAGES-OPERATIONS		3,400.00

Reason: To pay for additional hours required to sanitize and disinfect the cell block area in excess of the original estimate.

TOTAL P. 01

TOWN of WOLCOTT REQUEST FOR TRANSFER

DATE: 3/14/2012

REQUESTOR: E. STEPHENS *[Signature]*

DEPT 216

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-2-216-1-1140</u>	<u>Wages/Operations - Building</u>	<u>\$3,400.00</u>
FROM	<u>01-2-211-1-1140</u>	<u>Wages/Operations - Police</u>	<u>\$3,400.00</u>

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

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

Additional required sanitizing and disinfecting of the cell block area, over and above original estimate.

Transfer is needed for:

Additional hours required.

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

Do not anticipate any negative effect on account.

APPROVAL L. P. Bruce

F.N. HUBB OFFICE USE

DATE: 3/15/2012