WOLCOTT TOWN COUNCIL

Regular Meeting
Tuesday December 16, 2014
Council Chambers, Wolcott Town Hall
7:30 p.m.

MINUTES

RECEIVED
9:30 a.m.
12-23-14
Dorothy C Slater
TOWN CLERK
WOLCOTT, CONN.

DRAFT

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, Joseph Del Buono, Francis Masi, Rachel Wisler, Charles Marsella, Roger Picard, Jeffrey Slavin, and Donald Charette Sr.

MEMBERS ABSENT: None

ALSO PRESENT: Mayor Thomas G. Dunn; Linda Bruce, Municipal Finance Officer; Brian Tynan, Town Attorney; Gloria Clair, Chairman, Commission for Individuals with Special Needs; Patricia Najarian & James Pape Registrars of Voters; et al.

APPROVAL OF MINUTES:

- **Regular Meeting - December 2, 2014**

Upon **MOTION** by Jeffrey Slavin, seconded by Roger Picard, it was unanimously voted to **approve** the minutes of the Regular Meeting held on December 2, 2014.

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

No taxpayers came forward.

CORRESPONDENCE (on file):

1. **Finance Office Transfers, submitted by Linda Bruce**
2. **Proposed Resolution** (#394) **Regarding Bristol Resource Recovery Facility Operating Committee Settlement Agreement**
3. **Board of Education Year to Date Budget Report dated 11-30-14** (separate email attachment)
4. **Town of Wolcott Expenditure Report, Revenue Report, & Trial Balance, for month ending 11-30-14**
5. **Letter received on December 15th from William Tynan regarding easements for the Walking Trail**

MAYOR'S REPORT:

Mayor Dunn came forward and wished everyone happy holidays. He noted that Frisbie Circle of Lights is continuing. The residents on the street work very hard to put it together and they collect a lot of canned goods for the food pantry. The Menorah Lighting will be held on the Town Green tomorrow evening at 7:00 p.m. and the high school will be having a concert.

FINANCE OFFICER'S REPORT/TRANSFERS:

Linda Bruce came forward and reported the following:

- As required, the audited financial statements for FY 2013-2014 have been filed with the Federal Audit Clearing House and the Office of Policy & Management
- The Wolcott Board of Education's Business Manager has been supplied with an electronic copy of the audited financial statements and a notice appeared in today's Waterbury Republican Newspaper stating that the audit has been filed with the Wolcott Town Clerk and is available for public inspection
- They will have to update several items for the official statement for Standard & Poor's to be rated for the refunding bond; they will be teleconferencing with Janette Marcoux from FirstSouthwest on December 30th to discuss the updates and the rating call that they will have with Standard & Poor's
- Transfers were submitted for approval

Upon **MOTION** by Francis Masi, seconded by Jeffrey Slavin, it was unanimously voted to **approve** the following transfer: Police Dept. – 211; from #4950 Operation Expense $2,411.25, to #4900 Liability Insurance $2,411.25.

Upon **MOTION** by Gale Mastrofrancesco, seconded by Jeffrey Slavin, it was unanimously voted to **approve** the following transfers: Farmingbury Hills Commission – Fund 31; from #5405 Seed, Sod, Flowers, Landscape Materials $1,315.00 to #8160 Bank Service Fees $1,315.00 and also from #5407 Fertilizers & Chemicals $2,195.00 to #4423 Maint-Greens $2,195.00 for a grand total of $3,510.00.

Upon **MOTION** by Gale Mastrofrancesco, seconded by Rachel Wisler, it was unanimously voted to **approve** the following transfer: Water Usage – Fund 36; from #3200 Legal & Consulting Services $365.00 to #3706 QDS Bill Prep $365.00.

SUB-COMMITTEE AND LIAISON REPORTS:

There were no reports.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

1. Resolution: Bristol Resource Recovery Facility Operating Committee Settlement Agreement

Mayor Dunn explained that this is the settlement that all 14 communities agreed upon. It was a $350,000 settlement of which $50,000 will be paid upfront and $15,000 will be paid over the next 20 years. They all agreed that this was the best agreement and all of the other towns have passed this same resolution.

Upon **MOTION** by Gale Mastrofrancesco, seconded by Rachel Wisler, it was unanimously voted to **adopt** the following resolution: WHEREAS, Covanta Bristol, Inc. ("Covanta", or "Company") and the City of Bristol, Connecticut, Town of Berlin, Connecticut, Town of Branford, Connecticut, Town of Burlington, Connecticut, Town of Hartland, Connecticut, City of New Britain, Connecticut, Town of Plainville, Connecticut, Town of Plymouth, Connecticut, Town of Prospect, Connecticut, Town of Seymour, Connecticut, Town of Southington, Connecticut, Town of Warren, Connecticut, Town of Washington, Connecticut and Town of Wolcott, Connecticut (each a "Municipality" and collectively the "Municipalities") have entered into the Municipal Solid Waste Disposal and Recycling Services Agreement dated as of December 21, 2012 ("Agreement") **(full resolution attached).**

2. Discussion & Possible Acceptance of Easements for Scovill Walking Trail

Attorney Brian Tynan came forward and referenced the letter from William Tynan included in the Council packets **(see attached).** He next passed out 4 copies of a map and explained where these easements were located. Farmingbury South Corp. is granting a limited easement over a portion of their property. He noted that per the Charter they really do not need Town Council approval as this is not a purchase of property; no money is exchanging hands. The other easement keeps the trail away from the Kiwanis Club Summer Camp and allows for the use of the least amount of lumber.

Upon **MOTION** by Donald Charette, seconded by Gale Mastrofrancesco, it was unanimously voted to accept the easements for Scovill Walking Trail.

3. Update from the Commission for Individuals with Special Needs

Gloria Clair came forward and submitted the new logo for the Commission **(see attached).** She explained that the Commission wanted a logo that just didn't refer to

the Special Games, as they do so much more than that. They hold bowling in the fall, many programs, and dances. They will be making a new banner, t-shirts, and have some stationery made. She added that bingo will be starting in January at the American Legion, a dance on Valentine's Day, and in March they will be holding their March Madness Event. A brief question and answer period followed, after which the Council thanked Mrs. Clair for everything that she and the Commission does.

4. Update from Registrars of Voters

Patricia Najarian & James Pape came forward and discussed at length the issues with the ballot shortage at Tyrrell School this past Election Day and voter registration procedures and protocol.

A question and answer period was held, during which the following was noted by Mrs. Najarian and Mr. Pape:

- The protocol is that when a school is down to 100 ballots, they call and more are driven over
- Tyrrell School had an extraordinary amount of voters before 8:00 a.m., over 300
- At 7:36 a.m. they called and stated that they had 100 left; within 14 minutes they had none
- Ballots were delivered within 19 minutes of the phone call
- They only deliver 300 ballots at a time because it is a security issue; they have to be attended to; they cannot be floating around
- Tyrrell School is the smallest district; the turnout there before 8:00 a.m. was highly unusual; it has never happened before
- They may start at 500 ballots next time

Discussion ensued regarding the process of keeping the voter registry updated. Mrs. Najarian stated that they have a canvas done every year by the National Change of Address Association (NCAA). It is not a perfect system; people die, and people move. She cannot just take them off of the list if they receive a letter back, but she looks into it. They work with the Town Clerk's Office with respect to receiving death certificates, however, they don't get them if the death was not in Wolcott. Mrs. Wisler suggested working with the Tax Collector's Office. Mrs. Najarian stated that's an interesting idea, however, not everyone who pays taxes is registered to vote. Discussion followed with respect to people who live overseas being allowed to vote even though they are not registered to vote.

Discussion next followed with respect to how to make sure that they never have a shortage again. Mrs. Najarian stated that they can't just bring enormous amounts of ballots to each school at once and described the process involved. They have to be

attended to at all times. Mr. Marsella suggested that they purchase lock boxes to keep the ballots in instead of the moderators having to watch them at all times. He feels that there is too much room for error with ballots being driven back and forth. Mrs. Najarian noted that every town brings the ballots to the polling places and added that they will look into a box.

ITEMS FOR NEXT AGENDA:

Chairman Valletta advised that if anyone has any items please contact the Chairman or the Secretary.

TAXPAYERS' TIME:

1. **Brian Smail, of 131 Boundline Road** came forward and expressed his opposition to the walking trail. He stated that his property is the only one with yellow caution tape on that trail. He added that the Town has not kept him informed the way they promised. The trail is being pushed through without any thought to future maintenance costs. He questioned what guarantee he has that the trail doesn't turn out like Woodtick Road. He commented that Woodtick Road is a disaster. Lastly, he discussed the speeding that takes place on Boundline Road in the mornings on the way to school. He stated that patrols should be placed there.

EXECUTIVE SESSION:

No Executive Session was held.

ADJOURNMENT:

Upon **MOTION**, by Charles Marsella, seconded by Gale Mastrofrancesco, it was unanimously voted to **adjourn** the meeting at 8:34 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

December 11, 2014

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

RE: TRANSFERS WITHIN/BETWEEN DEPARTMENTS - FISCAL YEAR 2014/2015

Dear Mr. Valletta:

In accordance with the provisions of the Wolcott Town Charter, I am hereby notifying you of the following transfers for Fiscal Year 2014/2015 contained in Schedule A (Fund 01), Schedule A (Fund 31) and Schedule A (Fund 36) which are attached hereto and made a part hereof.

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

Sincerely,

Linda R. Bruce

Linda R. Bruce,
Municipal Finance Officer

LRB/sh
Enclosures

MAYOR'S ACTION:
DATE: December 11, 2014

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

COUNCIL'S ACTION:
DATE: December 16, 2014

APPROVED BY: .....
Chairman, Wolcott Town Council

SCHEDULE A
TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 01
2014-2015 FISCAL YEAR - FOR REVIEW ON DECEMBER 16, 2014

DEPARTMENT		ACCOUNT	DESCRIPTION	DEBIT	CREDIT
POLICE DEPARTMENT - 211					
	TO:	01-2-211-4-4900	LIABILITY INSURANCE	2,411.25	
	FROM:	01-2-211-4-4950	OPERATION EXPENSE		2,411.25
			TOTAL TRANSFERS - FUND 01	**2,411.25**	**2,411.25**

Reason: To cover cost of liability deductible.

TOWN of WOLCOTT
REQUEST FOR TRANSFER

DATE: 12-2-14

REQUESTOR: Chief Edward Stephens **DEPT.#** 211

The following budget transfer(s) is requested:

	ACCOUNT NUMBER	DESCRIPTION	AMOUNT
TO	01-2-211-4-4900	Liability Insurance	2,411.25
FROM	01-2-211-4-4950	Operation Expense	2,411.25

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:

Unanticipated costs for liability insurance deductibles higher than expected.

Transfer is needed for:

To cover cost of liability deductible.

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

Funds are available for transfer from this account.

FINANCE OFFICE USE

APPROVAL L. Bruce DATE: 12/11/2014

REPRODUCE THIS FORM AS NECESSARY

SCHEDULE A
TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 31
2014-2015 FISCAL YEAR - FOR REVIEW ON DECEMBER 16, 2014

DEPARTMENT		ACCOUNT	DESCRIPTION	DEBIT	CREDIT
FARMINGBURY HILLS COMMISSION - FUND 31					
	TO:	31-5-801-8-8160	BANK SERVICE FEES	1,315.00	
	FROM:	31-5-801-5-5405	SEED, SOD, FLOWERS, LANDSCAPE MATERIALS		1,315.00
Reason: To pay for merchant bank fees through the fiscal year.					
	TO:	31-5-801-4-4423	MAINT - GREENS	2,195.00	
	FROM:	31-5-801-5-5407	FERTILIZERS & CHEMICALS		2,195.00
Reason: To pay for service needed for yearly blade sharpening for mowers.					
			TOTAL TRANSFERS - FUND 31	**3,510.00**	**3,510.00**

TOWN of WOLCOTT
REQUEST FOR TRANSFER

DATE: 12/8/14

REQUESTOR: Paul Garland

DEPT.# 801

The following budget transfer(s) is requested:

	ACCOUNT NUMBER	DESCRIPTION	AMOUNT
TO	31-5-801-8-8160	Bank Service Fees	1,315.00
FROM	31-5-801-5-5405	Seed, Sod, Flower, Landscaping Materials	1,315.00

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:

Account under funded this fiscal year due to increased credit card usage, therefore related merchant bank fees have increased.

Transfer is needed for:

To pay for merchant bank fees through the fiscal year.

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

Account will be analyzed closer to end of fiscal year.

FINANCE OFFICE USE

APPROVAL ... L. Bruce ..... DATE:..... 12/11/2014

REPRODUCE THIS FORM AS NECESSARY

TOWN of WOLCOTT
REQUEST FOR TRANSFER

DATE: 12/8/14

REQUESTOR: Paul Garland

DEPT.# 801

The following budget transfer(s) is requested:

	ACCOUNT NUMBER	DESCRIPTION	AMOUNT
TO	31-5-801-4-4423	Maint - Greens	2,195.00
FROM	31-5-801-5-5407	Fertilizers & Chemicals	2,195.00

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:

Account under funded this fiscal year for services that are needed.

Transfer is needed for:

To pay for service needed for equipment, yearly blade sharpening for mowers.

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

Account will be analyzed closer to end of fiscal year.

FINANCE OFFICE USE

APPROVAL ..L. Bruce..... DATE:..... 12/11/2014

REPRODUCE THIS FORM AS NECESSARY

SCHEDULE A
TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 36
2014-2015 FISCAL YEAR - FOR REVIEW ON DECEMBER 16, 2014

DEPARTMENT		ACCOUNT	DESCRIPTION	DEBIT	CREDIT
WATER USAGE - FUND 36					
	TO:	36-3-351-3-3706	QDS BILL PREP	365.00	
	FROM:	36-3-351-3-3200	LEGAL & CONSULTING SERVICES		365.00
			TOTAL TRANSFERS - FUND 36	**365.00**	**365.00**

Reason: To cover the cost for Water Bill printing services through the end of fiscal year.

TOWN of WOLCOTT
REQUEST FOR TRANSFER

DATE: 12/02/2014

REQUESTOR: Philip Olmstead DEPT.# 351

The following budget transfer(s) is requested:

	ACCOUNT NUMBER	DESCRIPTION	AMOUNT
TO	36-3-351-3-3706	QDS BILL PREP	365.00
FROM	36-3-351-3-3200	LEGAL & CONSULTING SERVICES	365.00

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:

Incease in cost (approx $71.00) over last year and change in billing procedure from Sewer & Water both on same invoice to Sewer and Water having separate invoices (allocation was estimated higher for Sewer in past years so that left Water short this year).

Transfer is needed for:

Cover the cost for Water Bill printing services through to end of fiscal year (total on line will now be $481.00 - we are estimating the two billings that remain to be $240.50 each)

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

We anticipate the balance remaining to be sufficient through to end of fiscal year.

APPROVAL ....L. Bruce..... FINANCE OFFICE USE DATE: 12/11/2014

REPRODUCE THIS FORM AS NECESSARY

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Wolcott, Connecticut 06716-2634

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December 12, 2014

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

Dear Chairman Valletta:

I am a member of the "Scovill Walking Trail Sub-Committee" established by the Parks and Recreation and Acquired Facilities Commission.

As part of our endeavors, I have been able to obtain consent from the Kiwanis Club of Waterbury, Connecticut, Inc. and from Farmingbury South Corporation (the Musano family) for two easements in favor of the Town, at no cost or expense to the Town.

The Easement from the Kiwanis Club will allow construction of the walking trail over a portion of land owned by the Kiwanis Club in order to keep users of the trail away from the Kiwanis Club Summer Camp facilities.

The Easement over a portion of the land of Farmingbury South Corporation allows the trail to be built with much less impact on sensitive wetland areas and results in shorter boardwalk construction through the wetlands.

The approval of the Easement by the Town Council is required by Section 306(h) of the Town Charter.

The Committee would appreciate approval by the Town Council of the acquisition of these Easements for the benefit of the citizens of the Town.

Very truly yours,

William F. Tynan

WFT/dll

#394

RESOLUTION REGARDING
SETTLEMENT AGREEMENT

WHEREAS, Covanta Bristol, Inc. ("Covanta", or "Company") and the City of Bristol, Connecticut, Town of Berlin, Connecticut, Town of Branford, Connecticut, Town of Burlington, Connecticut, Town of Hartland, Connecticut, City of New Britain, Connecticut, Town of Plainville, Connecticut, Town of Plymouth, Connecticut, Town of Prospect, Connecticut, Town of Seymour, Connecticut, Town of Southington, Connecticut, Town of Warren, Connecticut, Town of Washington, Connecticut and Town of Wolcott, Connecticut (each a "Municipality" and collectively the "Municipalities") have entered into the Municipal Solid Waste Disposal and Recycling Services Agreement dated as of December 21, 2012 ("Agreement");

WHEREAS, Covanta and the aforesaid Cities and Towns, collectively the "Contracting Communities" are parties to an Amended and Restated Service Agreement dated as of August 1, 1985, as amended; and

WHEREAS, the Bristol Resource Recovery Facility Operating Committee ("BRRFOC"), on behalf of the Contracting Communities, approached Covanta seeking remedy for damages associated with the February 2014 turbine-generator outage at the Bristol Resource Recovery Facility operated by Covanta, specifically for breach by the Company of §§ 3.01(b), 3.14, 5.11(g), and 5.11(h) of the Amended and Restated Service Agreement; and

WHEREAS, the Company and the BRRFOC disputed matters related to the alleged breach; and

WHEREAS, the parties arrived at a Settlement Agreement which provides for payment of monies to the Contracting Communities, and to the Bristol Facility Policy Board on behalf of the Municipalities; and

WHEREAS, the Settlement Agreement consists of remuneration under the Amended and Restated Service Agreement, as well as payments made under the First Amendment to the Municipal Solid Waste Disposal and Recycling Services Agreement by and among Covanta and the Municipalities; and

WHEREAS, such Settlement and the First Amendment are beneficial to the Contracting Communities, and a quorum of the Contracting Communities voted unanimously in favor of approving the Agreement at the BRRFOC Special Meeting held December 4, 2014;

NOW, THEREFORE, the Wolcott Town Council is duly assembled this 16th day of 2014, and Thomas G. Dunn as its Mayor is authorized to execute the Settlement Agreement and the First Amendment to the Municipal Solid Waste Disposal and Recycling Services Agreement on behalf of Town of Wolcott.

I, Dolores C. Slater, the Town Clerk of the Town of Wolcott, do herby certify this to be a true copy of the resolution duly adopted at the Town Council Meeting on **December 16, 2014** 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

12-17-2014
Date

{Town Seal}

Wolcott Commission for

Individuals with Special Needs