

# **WOLCOTT TOWN COUNCIL**

Regular Meeting

Tuesday, March 15, 2016

Council Chambers, Wolcott Town Hall

7:00 p.m.

Page 1 of 4

## **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.

Vice-Chairman Mastrofrancesco called the meeting to order at 7:00 p.m. with the Pledge of Allegiance, and attendance was taken.

At this time, Mr. Masi requested a moment of silence for the passing of Wolcott High School teacher David Pape.

**MEMBERS PRESENT:** Vice-Chairman Gale Lanza Mastrofrancesco, Francis Masi, Roger Picard, Jeffrey Slavin, Joseph Membrino and Donald Charette Sr.

**MEMBERS ABSENT:** Chairman David Valletta, George Phelan, and Rachel Wisler

**ALSO PRESENT:** Mayor Thomas G. Dunn; Linda R. Bruce, Municipal Finance Officer; et al.

### **APPROVAL OF MINUTES:**

- **Regular Meeting – March 1, 2016**

Upon **MOTION** by Roger Picard, seconded by Jeffrey Slavin, it was unanimously voted to **approve** the minutes of the Regular Meeting held on March 1, 2016.

**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 (#407): Americans with Disabilities Act Notice**
- 3. Proposed Resolution (#408): Town of Wolcott Grievance Procedure**
- 4. Proposed Resolution(#409): Town of Wolcott Fair Housing**
- 5. Copy of Letter dated March 3<sup>rd</sup> from Linda Bruce to Mayor Dunn notifying him of her intent to not seek reappointment as Municipal Finance Officer**
- 6. Letter dated March 3<sup>rd</sup> from Linda Bruce Regarding Request for Bid Waiver for Land Management Records (copy of letter to Mayor Dunn regarding same attached)**

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## **MINUTES**

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7. Letter dated March 8<sup>th</sup> from Mayor Dunn to Department Heads & Commission Chairs regarding Spending for FY 2015-2016
8. Invitation to attend Wolcott Citizens Against Substance Abuse (CASA) Opioid Forum on Thursday March 31<sup>st</sup> at 6:00 p.m. in the auditorium at Wolcott High School
9. Board of Education Year to Date Budget Report dated 2-29-16
10. Town of Wolcott Expenditure Report, Revenue Report, & Trial Balance, for month ending 02-29-16

### **MAYOR'S REPORT:**

Mayor Dunn came forward and reported the following:

- They continue to work on the budget and they are watching what's going on with the State closely
- He is working with Chief Stephens on temporary speed bumps
- Town Crew is ready to go with road work
- There will be a Relay for Life in June at Frisbie School

A brief question and answer period was held during which Mayor Dunn noted that the public will be informed where the temporary speed bumps will be placed. They will be starting in the Cedar & Hitchcock Lake areas.

### **FINANCE OFFICER'S REPORT/TRANSFERS:**

Linda Bruce came forward and reported the following:

- They are monitoring various proposed state legislation bills that will affect local municipal budgets
- They are awaiting official confirmation that the proposed legislation abolishing requiring the payment of delinquent car tax bills prior to registering a motor vehicle has failed; the passage of that bill would have resulted in an estimated \$200,000 loss in revenue for Wolcott
- Another proposal involving taxes is the Governor's elimination of personal property taxes for businesses with total personal property valued at less than \$10,000; Wolcott would experience a revenue loss of approximately \$39,000 if that passes
- These are examples of additional unfunded mandates and unfortunately there are other proposed legislative changes on the table that could have other more significant impact on local budgets
- Transfers were submitted for approval

# WOLCOTT TOWN COUNCIL

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## MINUTES

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Upon **MOTION** by Jeffrey Slavin, seconded by Joseph Membrino, it was unanimously voted to **approve** the transfers within in Fund 01: Commission on Aging – 168, from #4400 \$900.00 to #7300 \$900.00, and Library – 551 from #7300 \$2,547.00 to #4420 \$2,547.00 (**see attached**).

Upon **MOTION** by Francis Masi, seconded by Jeffrey Slavin, it was unanimously voted to **approve** the transfers within in Fund 31- Farmingbury Hills Commission, from #8800 \$936.16 to #1310 \$936.16 (**see attached**).

### SUB-COMMITTEE/LIAISON REPORTS:

**Sub-Committee for Board of Education Settlement:** Mr. Picard reported that they met last Monday, at which time they were able to interview Mrs. Najarian. Attorney Tynan gave a report on his contact with Mr. Johnson in California. They are still awaiting word from the Wolcott Police Dept. with respect to whether the investigation is going forward.

### UNFINISHED BUSINESS:

There was no unfinished business.

### NEW BUSINESS:

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

Upon **MOTION** by Roger Picard, seconded by Francis Masi, to **adopt** the following resolution (#407): 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. The 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**).

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

Upon **MOTION** by Roger Picard, seconded by Donald Charette, to **adopt** the following resolution (#408): Town of Wolcott **Municipal 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 the Town of Wolcott, as submitted (**full text of resolution attached**).

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

# WOLCOTT TOWN COUNCIL

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## MINUTES

Upon **MOTION** by Roger Picard, seconded by Donald Charette, to **adopt** the following resolution (#409): **FAIR HOUSING RESOLUTION TOWN OF WOLCOTT; 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 (**full text of resolution attached**).

#### **4. Discussion & Possible Action to Waive Public Bidding Procedures for Land Records Management with Cott Systems**

A **MOTION** was offered by Jeffrey Slavin, seconded by Donald Charette, to **Waive** Public Bidding Procedures for Land Records Management with Cott Systems (**see attached**).

Dolores Slater came forward and advised that they went out to bid three years ago and they were the lowest bidder at that time by several hundred dollars a month. They are willing to renew at no increase. Her opinion is that it is in the best interest of the Town to waive the public bidding procedures.

**Vice-Chairman Mastrofrancesco called for a vote on the above motion which carried unanimously by voice vote.**

#### **ITEMS FOR NEXT AGENDA:**

Vice-Chairman Mastrofrancesco advised that if anyone has any items that they should contact the Chairman or the Clerk.

#### **TAXPAYERS' TIME:**

No taxpayers came forward.

#### **EXECUTIVE SESSION:**

No Executive Session was held.

#### **ADJOURNMENT:**

Upon **MOTION**, by Roger Picard, seconded by Jeffrey Slavin, it was unanimously voted to **adjourn** the meeting at 7:20 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 10, 2016

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

**RE: TRANSFERS WITHIN/BETWEEN DEPARTMENTS – FISCAL YEAR 2015/2016**

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 2015/2016 contained in Schedules A (Fund 01 and 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/sh  
Enclosures

MAYOR'S ACTION: ...

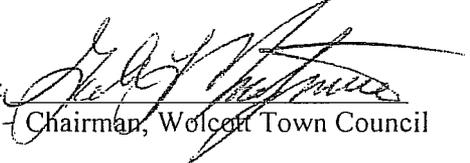
DATE: March 10, 2016

APPROVED BY: 

Thomas G. Dunn, Mayor  
Town of Wolcott

COUNCIL'S ACTION:

DATE: March 15, 2016

APPROVED BY: 

Vice Chairman, Wolcott Town Council

**SCHEDULE A**  
**TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 01**  
**2015-2016 FISCAL YEAR - FOR REVIEW ON MARCH 15, 2016**

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
<b>COMMISSION ON AGING - 168</b>				
TO:	01-1-168-7-7300	CAPITAL OUTLAY	900.00	
FROM:	01-1-168-4-4400	MAINT. SENIOR BUS		900.00
Reason: To purchase replacement blinds for all large windows in the Main Room and the Director's office at the Senior Center.				
<b>LIBRARY - 551</b>				
TO:	01-5-551-4-4420	MAINTENANCE & REPAIR-BUILDINGS	2,547.00	
FROM:	01-5-551-7-7300	CAPITAL		2,547.00
Reason: To pay for repairs to the boiler and air conditioning units.				
<b>TOTAL TRANSFERS - FUND 01</b>			<b>3,447.00</b>	<b>3,447.00</b>

# TOWN of WOLCOTT

## REQUEST FOR TRANSFER

DATE: 3/9/2016

REQUESTOR: Mary Morrone

DEPT.# 168

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-1-168-7-7300</u>	<u>Capital Outlay</u>	<u>900.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>01-1-168-4-4400</u>	<u>Maint. Senior Bus</u>	<u>900.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
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**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 not exhausted.

Transfer is needed for:

To purchase replacement blinds for all large windows in the Main Room and the Director's office at the Senior Center.

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

None anticipated.

APPROVAL L. Bruce .....

FINANCE OFFICE USE

DATE: 3/10/2016

# TOWN of WOLCOTT

## REQUEST FOR TRANSFER

DATE: February 25, 2016

REQUESTOR: Candace Barth

DEPT 551

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-5-551-4-4420</u>	<u>Maintenance &amp; Repair-Buildings</u>	<u>2,547.00</u>
	<u> </u>	<u> </u>	<u> </u>
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FROM	<u>01-5-551-7-7300</u>	<u>Capital</u>	<u>2,547.00</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 account is not exhausted, but is very low and also needs to cover other regular maintenance expenses.

Transfer is needed for:

To pay for a circulator and glycol needed for the boiler and for replacement of broken condensate traps (3), a broken evaporator, and replacement of a blower motor idler pulley assembly on the air conditioning units.

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

The account has funds available for transfer.

APPROVAL

*L. Bruce*

FINANCE OFFICE USE

DATE: *02/26/2016*

**SCHEDULE A**  
**TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 31**  
**2015-2016 FISCAL YEAR - FOR REVIEW ON MARCH 15, 2016**

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
<b>FARMINGBURY HILLS COMMISSION - FUND 31</b>				
TO:	31-5-801-1-1310	Wages-Seasonal Help	936.16	
FROM:	31-5-801-8-8800	Property Taxes		936.16
<b>TOTAL TRANSFERS - FUND 31</b>			<b>936.16</b>	<b>936.16</b>

Reason: Additional funds required to pay seasonal employee.

# TOWN of WOLCOTT

## REQUEST FOR TRANSFER

DATE: 03/9/2016

REQUESTOR: Paul Garland

DEPT.# 801

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>31-5-801-1-1310</u>	<u>Wages-Seasonal Help</u>	<u>936.16</u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>31-5-801-8-8800</u>	<u>Property Taxes</u>	<u>936.16</u>
	<u> </u>	<u> </u>	<u> </u>
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**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 is not exhausted but is low due to extended season.

Transfer is needed for:

To pay seasonal employee. Course opened March 9th.

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

No effect, funds available for transfer.

APPROVAL L. Bruce.....

FINANCE OFFICE USE

DATE:..... 3/10/2016

# TOWN OF WOLCOTT

TOWN HALL • 10 Kenea Avenue

Wolcott, Connecticut 06716

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



March 3, 2016

TO: David Valletta, Chairman Wolcott Town Council  
FROM: Linda R. Bruce, Municipal Finance Officer

RE: Request for Bid Waiver

Please find enclosed my memo to Mayor Dunn regarding a bid waiver for Land Records Management with Cott Systems, Inc. I have listed in the attached memo multiple reasons for the request for a bid waiver.

As noted in the memo to Mayor Dunn, after discussions with Dolores Slater, Wolcott's Town Clerk and based on her experience with Cott Systems, Inc., it is my opinion a public bid for these services would not be beneficial to the Town of Wolcott.

Upon approval of the bid waiver a contract between the Town of Wolcott and Cott Systems, Inc. will be presented for the Council's consideration at a later date, as the contract will span multiple Fiscal Years (July 1, 2016 to June 30, 2019).

*Linda R. Bruce*

/lrb

Bid Waiver Request David Valletta Land Records Management Cott Systems  
Town Council Meeting 03.15.2016

CC: Mayor Thomas G. Dunn  
Brian Tynan, Town Attorney  
Town Council Members  
Dolores Slater, Town Clerk



# TOWN OF WOLCOTT

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

March 3, 2016

TO: Mayor Thomas G. Dunn  
FROM: Linda R. Bruce, Municipal Finance Officer

RE: Land Records Management – Cott Systems, Inc.

In accordance with the Wolcott Town Charter, Section 707, paragraph [c], [i] and [v], it is my opinion that to proceed with the public bidding procedure for the referenced service for Land Records Management for the Town Clerk's Office would not be in the best interest of the Town of Wolcott.

The justification for this recommendation is based on the following:

- There are four (4) companies approved by the State of Connecticut to provide Land Records Management services to municipalities. Wolcott did post an RFP in March, 2013. All four companies responded to Wolcott's RFP.
- Cott Systems who has been Wolcott's vendor for over 20 years was the lowest respondent and was awarded a three year contract. The contract expires June 30, 2016.
- Cott's monthly pricing was lower by a range of \$565.00 to \$590.00 per month.
- Cott will renew a three year contract with no fee increase at \$1,235.00 per month.

Wolcott's Town Clerk, Dolores Slater has been completely satisfied with Cott's product. In Mrs. Slater's communication to me she states "we have been very happy with their product, their customer service, the protection of our records through cloud storage, the availability of our records to the public in the office or online, and their commitment to providing the most up to the minute technology to us".

After having multiple discussions with Mrs. Slater and based on her experience with Cott Systems it is my opinion a public bid for these services would not be beneficial to the Town of Wolcott.

*Linda R. Bruce*

/lrb

CC: Town Council Members  
Brian Tynan, Town Attorney  
Dolores Slater, Town Clerk

Mayor Thomas G. Dunn Bid Waiver Request Land Records Management 03.03.2016

# 407

**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. The **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 the **Town of Wolcott's** designated ADA Compliance Coordinator.

**Title:** Municipal Agent  
**Office Address:** 10 Kenea Avenue  
Wolcott, CT 06716  
**Phone Number:** (203) 879-8100 Ext. 103  
**Email Address:** mmorrone@wolcottct.org  
**Days/Hours Available:** Monday – Wednesday 8:00AM to 4:30PM /Thursday 8:00 AM-5:30 PM  
Friday 8:00AM- 12:00 PM

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.

This notice is available in large print, on audio tape, and in Braille, from the ADA Compliance Coordinator.

Adopted by the **TOWN OF WOLCOTT** on **March 15, 2016**.

  
Gale Mastrofrancesco, Vice-Chairman  
Wolcott Town Council

  
Thomas G. Dunn, Mayor  
Town of Wolcott

Dated at Wolcott, CT on March 15, 2016.

**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, 2016** 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

3-16-2016  
Date

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# 408



## TOWN OF WOLCOTT

TOWN HALL • 10 Kenea Avenue

Wolcott, Connecticut 06716

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

### Town of Wolcott

### Municipal 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 the **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 by the **TOWN OF WOLCOTT** on **March 15, 2016**.

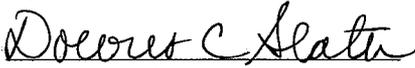
  
Gale Mastrofrancesco, Vice-Chairman  
Wolcott Town Council

  
Thomas G. Dunn, Mayor  
Town of Wolcott

Dated at Wolcott, CT on **March 15, 2016**.

**CERTIFICATION**

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Dolores C. Slater, Town Clerk

3-16-2016  
Date

{seal}

# 409



# 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

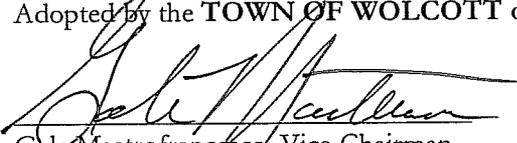
**WHEREAS**, Connecticut Fair Housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, or gender identity or expression 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, 2016**.

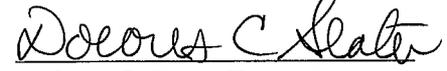
  
Gale Mastrofrancesco, Vice-Chairman  
Wolcott Town Council

  
Thomas G. Dunn, Mayor  
Town of Wolcott

Dated at Wolcott, CT on **March 15, 2016**.

### 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, 2016**, 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

3-16-2016  
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 sub-recipient of the **Town of Wolcott** 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, gender identity or expression, 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** or at [tdunn@wolcottct.org](mailto:tdunn@wolcottct.org).

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 within 180 days of the alleged violation by submitting a notarized complaint and/or the Boston Regional Office of FHEO, U.S. Department of Housing and Urban Development, Thomas P. O'Neill, Jr. Federal Building, 10 Causeway Street, Room 321, Boston, MA 02222-1092, Telephone (617) 994-8300 or 1-800-827-5005, TTY (617) 565-5453. A complaint may be filed with HUD within one year after an alleged violation. Additionally, an individual may file suit, at his/her expense, in Federal District Court or State Court within two years of an alleged violation. If the individual cannot afford an attorney, the Court may appoint one. A suit can be brought even after filing a complaint, if the complaining party has not signed a conciliation agreement and an Administrative Law Judge has not started a hearing. A court may award actual and punitive damages and attorney's fees and costs.

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, 2016**

3-16-16  
Date

  
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

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TOWN HALL • 10 Kenea Avenue

Wolcott, Connecticut 06716

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

# 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 of Wolcott's** Fair Housing Plan and is fully implemented to ensure compliance by the **Town of Wolcott**, as the recipient, and by sub-recipients. The cooperation of all personnel is required.

\_\_\_\_\_  
Thomas G. Dunn, Mayor  
Town of Wolcott

3-16-16

Date

