

WOLCOTT TOWN COUNCIL
Regular Meeting
Tuesday, February 2, 2016
Council Chambers, Wolcott Town Hall
7:00 p.m.
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MINUTES

RECEIVED
3:30 p.m.
2-9-16
Dolores 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 7:00 p.m. with the Pledge of Allegiance, and attendance was taken.

MEMBERS PRESENT: Chairman David Valletta, Vice-Chairman Gale Lanza Mastrofrancesco, Francis Masi, Roger Picard, George Phelan, Jeffrey Slavin and Rachel Wisler

MEMBERS ABSENT: Joseph Membrino and Donald Charette Sr.

ALSO PRESENT: Mayor Thomas G. Dunn; Linda R. Bruce, Municipal Finance Officer; International Students: Yasmine Wong & Sarah Shao; Taxpayer: Brian Smail; et al.

INTRODUCTION TO INTERNATIONAL STUDENTS:

At this time, Rachel Wisler introduced international students Yasmine Wong and Sarah Shao from China. Mrs. Wisler advised that she and her husband are hosting them through the end of the school year. They are attending Chase Collegiate School. Yasmine and Sarah expressed that they are happy to be in Wolcott. They proceeded to explain what their Chinese names are. Mrs. Wisler advised that they had to take American names to attend school here. Brief conversation followed.

APPROVAL OF MINUTES:

- **Regular Meeting – January 19, 2016**

Upon **MOTION** by Gale Mastrofrancesco, seconded by Rachel Wisler, it was unanimously voted to **approve** the minutes of the Regular Meeting held on January 19, 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. **Letter dated January 20th from Mayor Dunn recommending an appointment to the Civilian Police Review Board (to fill another vacancy)**

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3. Letters dated January 21st to all individuals appointed to Boards by the Town Council

MAYOR'S REPORT:

Mayor Dunn advised that he did not have a report this evening. Mrs. Wisler inquired if he will be looking into the Wolcott historic signs, at which time Mayor Dunn said he would.

FINANCE OFFICER'S REPORT/TRANSFERS:

Linda Bruce came forward and reported the following:

- Finance has posted two major RFP's which will span three fiscal years; they are for the Insurance Agent of Record & the Health & Welfare Benefits Consultant; responses are due by February 16th
- An interview committee comprised of the Superintendent of Schools, the BOE Business Manager, the Mayor, and the Finance Officer will review the responses and select the firms for an interview process
- The Insurance Agent of Record & the Health & Welfare Benefits Consultant play major roles in providing the Town and the BOE with pertinent market trends which affect the budgets and to ensure that they are in compliance with federal and state regulations
- The current Health & Welfare Benefits Consultant led them through the process for compliance with the Affordable Health Care Act; it was a major feat to gather all of the information required to generate the new 1095-C forms for employees and retirees; they are similar to W-2's
- The federal government has extended the filing date to March 31st; it was originally January 31st; they had contracted with ADP for the 1095-C program which was approximately \$1,800 and submitted all of the required insurance information in time to comply with the January 31st deadline; ADP is still in the process of reviewing their information and will have a file back to them by mid-February for their approval prior to issuing the 1095-C forms
- Transfers were submitted for approval

A brief discussion transpired regarding what kind of information is reported on the 1095-C form. Mrs. Bruce advised that it reports all pertinent employee information in addition to all pertinent information of the dependents of the employee. The purpose is to report that everyone is carrying medical insurance, including all dependents.

Upon **MOTION** by Roger Picard, seconded by Jeffrey Slavin, it was unanimously voted to **approve** the following transfer in Fund 01: Tax Collector - 153, from line

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item #3635 \$400.00 to line item #3662 \$400.00, to pay for new installation of the security keypad for the tax office (**see attached**).

Upon **MOTION** by Rachel Wisler, seconded by Jeffrey Slavin, it was unanimously voted to **approve** the following transfer in Fund 01: Library – 551, from line item #7300 \$525.00 to line item #4420 \$525.00, to pay for installation of a trap outside on septic system (**see attached**).

SUB-COMMITTEE/LIAISON REPORTS:

There were no reports.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

1. Appoint Interview Committee for Municipal Finance Officer

Chairman Valletta advised that he would like to serve on the committee and also appointed Rachel Wisler, Francis Masi, and George Phelan. He requested that Mrs. Wisler chair the committee.

2. Approval of Appointment to Civilian Police Review Board

Upon **MOTION** by Gale Mastrofrancesco, seconded by Rachel Wisler, it was unanimously voted to **approve the appointment** of the following individual to the Civilian Police Review Board as recommended by the Mayor: Gary Bonaldi-R (**see attached**).

ITEMS FOR NEXT AGENDA:

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

TAXPAYERS' TIME:

1. Brian Smail, of 131 Boundline Road came forward and made the following comments regarding the walking trail:

- He still has received no response from the four complaints that he submitted in the past seven months

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-
- He would like to know where the money went; Grasshopper was paid prevailing wage
 - He was told the wetlands would never be touched
 - He held up a photo that he sent to the Army Corps of Engineers today of an excavator; no mats were placed down
 - He held up a photo of the Tree Warden cutting his trees; he had his property surveyed; they are on his property
 - Tree Warden is not wearing a harness
 - Tree Warden said he received permission to cut the trees
 - He pays all of his taxes unlike some people
 - He stated he will get his answers when he takes this to court
 - He called the police about unleashed dogs on his property; the dispatcher said he does not dispatch for that

At this time, Chairman Valletta stated that if comes to the Town Council to speak, he needs to be factual and that is not what happened because he was on duty that day. Mr. Smail stated he thought the Council members were not supposed to reply or comment. Chairman Valletta stated that he has to tell the truth. Brief discussion transpired.

EXECUTIVE SESSION:

No Executive Session was held.

ADJOURNMENT:

Upon **MOTION**, by Roger Picard, seconded by Rachel Wisler, it was unanimously voted to **adjourn** the meeting at 7:24 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

January 29, 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 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/sh
Enclosure

MAYOR'S ACTION: ...

DATE: January 29, 2016

APPROVED BY: _____

Thomas G. Dunn, Mayor
Town of Wolcott

COUNCIL'S ACTION:

DATE: February 2, 2016

APPROVED BY: _____

Chairman, Wolcott Town Council

**SCHEDULE A
 TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 01
 2015-2016 FISCAL YEAR - FOR REVIEW ON FEBRUARY 2, 2016**

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
TAX COLLECTOR - 153				
TO:	01-1-153-3-3662	SECURITY MAINTENANCE	400.00	
FROM:	01-1-153-3-3635	TITLE SEARCH FEES		400.00
Reason: To pay for new installation of the security keypad for the Tax Office.				
LIBRARY - 551				
TO:	01-5-551-4-4420	MAINTENANCE & REPAIR BUILDINGS	525.00	
FROM:	01-5-551-7-7300	CAPITAL OUTLAY		525.00
Reason: To pay for installation of a trap outside on septic system.				
TOTAL TRANSFERS - FUND 01			925.00	925.00

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 01/20/2016

REQUESTOR: Darlene Tynan

DEPT.# 153

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-1-153-3-3662</u>	<u>Security Maintenance</u>	<u>400.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>01-1-153-3-3635</u>	<u>Title Search Fees</u>	<u>400.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </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:

The account is not exhausted, but is low due to payment of the annual fee for Tax Office Security.

Transfer is needed for:

To pay for the new installation of a security Keypad for the Tax Office.

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

No effect on this account.

APPROVAL L. Bruce.....

FINANCE OFFICE USE

DATE: 1/29/2016

THOMAS G. DUNN
MAYOR



OFFICE OF THE MAYOR
TOWN OF WOLCOTT

January 20, 2016

Wolcott Town Council Members
Attn: David Valletta, Chairman
10 Kenea Ave.
Wolcott, CT. 06716

Re: Civilian Police Review Board

Dear Chairman Valletta and Council Members:

I would like to recommend the following appointment with Town Council approval to:

Civilian Police Review Board

Gary Bonaldi-R

Sincerely,

A handwritten signature in black ink, appearing to read 'T. G. Dunn', written over a horizontal line.

Thomas G. Dunn
Mayor, Town of Wolcott

TD/ad