

June 28, 1988

6:30 P.M.

1. Roll Call and Pledge of Allegiance to flag.
2. Consider and approve a transfer of funds - Electric Division: \$300 from Part-time Secretary Wages 8070-100/1350 to Commissioner's and Director's Salary 8070-100/1100.
3. Consider and approve transfer of funds: Recreation Department \$63.00 from Pool Supplies to Personnel.
4. Consider and approve transfer of funds: \$13,010.00 from Various Accounts to General Wage Account.
5. Consider and approve transfer of funds: Risk Manager \$155.00 from Maintenance of Equipment to Telephone.
6. Consider and approve transfer of funds: Welfare Department \$2,000.00 from General Hospital to Burial.
7. Consider and approve transfer of funds: Public Works Department \$1785.00 from Street Lighting to Maintenance of Irrigation Systems.
8. (a) Consider and approve Waiver of Bid Procedure for services not exceeding \$2,000.00 - Purchasing Department
(b) Consider and approve Waiver of Bid Procedure for services not exceeding \$2,000.00 - Board of Education
9. Consider and approve budget amendment in the amount of \$851,111.00 to pay for the Robert Earley Town Hall Project.
10. Approval of resolutions and agreement pertaining to the State Grant for the Annual Budget - Wallingford Community Day Care Center, Inc.
11. Request from Historic District Committee to waive the bid to awarding of contract to title search property owners in historic district.
12. Discussion re inlands wetlands commission.
13. Resolution authorizing of application for State of Connecticut alcohol and drug abuse commission grant.
14. Consider and authorization to Mayor to execute lease agreement re Bertini Park.
15. Consider appointment to Zoning Board of Appeals.
16. Accept resignation: Transit District.

TOWN COUNCIL MEETING

June 28, 1988

6:30 P.M.

A regular meeting of the Wallingford Town Council was held in Council Chambers, called to order at 6:40 P.M. by Chairman Albert E. Killen. Answering present to the roll called by Town Clerk Kathryn J. Wall were Council Members Adams, Bradley, Doherty, Holmes, Killen, Papale, Solinsky, Zandri. Also present were Mayor William W. Dickinson, Jr. and Thomas A. Myers, Comptroller. Adam Mantzaris, Town Attorney, was also present. The Pledge of allegiance was given to the flag.

A motion was made by Mr. Doherty to move the following items on the Consent Agenda. Item 2, Item 3, Item 5, Item 6, Item 7, Item 13, and Item 16. This motion was seconded by Mr. Holmes.

ITEM 2. Consider and approve transfer of \$300 required to pay Director's 52nd week salary.

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VOTE: Unanimous ayes; motion duly carried.

ITEM 3. Consider and approve transfer of funds from the recreation department \$63.00 from pool supplies to personnel; per letter from Ivan S. Shepardson. Mrs. Papale's motion was seconded by Mr. Holmes.

This account currently shows a zero balance. There is a little over \$1,000 encumbered in there. The question was asked if there was any of that money encumbered? Account No. is 4010-400-4500 - want to take it from pool supplies which has a full encumbrance. Mr. Myers advised the encumbrance is closed per current printout (June 24, 1988). There is \$240 available in the account. Encumbrance will be removed per Mr. Myers.

VOTE: Unanimous ayes; motion duly carried.

ITEM 4. To consider and approve transfer of funds \$13,010 from various accounts to General Wage Account.

- \$510.00 from Union Business Replacement Account No. 2032-100/1640
- \$73.00 from Paramedic School Replacement Account No. 2032-100/1670
- \$2,270.00 from Holiday Pay Account No. 2032-100/1700
- \$2,853.00 to General Wage Account No. 2032-100/1300
- \$800.00 from Overtime Account No. 2032-100/1400
- \$58.00 from Continuous Duty Pay Account No. 2032-100/1450
- \$1,021.00 from Vacation Replacement Account No. 2032-100/1500
- \$1,169.00 from Workman's Compensation Replacement Account No. 2032-100/1630
- \$3,048.00 to General Wage Account No. 2032-100/1320
- \$1,200.00 from Utilities Account No. 2032-200/2010
- \$2,170.00 from Gas/Oil Account No. 2032-300/3000
- \$500.00 from Building Supplies Account No. 2032-400/4260

- \$109.00 from Maintenance of Equipment Account No. 2032-500/5200
- \$3,979.00 to General Wages Account No. 2032-100/1320

- \$540.00 from Gas/Oil Account No. 2031-300/3000
- \$350.00 from Gas/Oil Account No. 2033-300/3000
- \$193.00 from Gas/Oil Account No. 2036-300/3000
- \$330.00 from Gas/Oil Account No. 2037-300/3000
- \$1,413.00 to General Wage Account No. 2032-100/1320

- \$400.00 from Utilities Account No. 2038-200/2010
- \$377.00 from Gas/Oil Account No. 2038-300/3000
- \$600.00 from Utilities Account No. 2039-200/2010
- \$340.00 from Gas/Oil Account No. 2039-300/3000
- \$1,717.00 to General Wage Account No. 2032-100/1320

This comes to the total of \$13,010.00.

Mrs. Papale's motion was seconded by Mr. Bradley.

Jack K. McElfish, Fire Chief, commented that the long term disability of his department has caused shortage of monies. Mr. Bradley noted on the first transfer on Account 2032-100/1640 - he currently shows a balance of \$18.25 in that account. Mr. Myers advised that all transfers were checked by staff in Accounting. Reason for shortage was miscommunication between Risk Management and the Fire Department. There were firemen out of service on workmen's compensation receiving compensation, but an encumbrance was not placed on available money in the Firemen General Wage Account. Therefore on the reports that came out of Finance, those funds showed as available and they were certified for transfer. The Finance Department has no way of knowing that people are out on workmen's compensation or where the particular worker compensation absences are. That is a personnel function, risk manager function, and department function. Mr. Myers is satisfied this was just miscommunications - new staff changes throughout the departments - paperwork foul-up. When money was transferred on June 3, 1988, no one was aware that the encumbrances for worker's compensation absences had not been placed. The reason Mr. Myers wanted the encumbrances placed is the encumbered money should be transferred to reserve account at end of the fiscal year.

Mr. Killen asked why with one month left in the budget there is money coming out of gas/oil, etc. - some of these gas/oil accounts have been only 50% expended. These large amounts were left in there because they were not used. We did not catch it again at budget time this year. Council will have to take a closer look at some of the accounts both in gas, oil and utilities.

Mr. McElfish asked that employee injury leave be taken into consideration in the future budget. Mr. Killen noted that both injury leave and gas, oil and utilities should be looked into.

VOTE: Unanimous ayes; motion duly carried.

Emergency Planning Committee explanation requested in late July. Mayor Dickinson advised that the meeting on July 8, which will be a posted meeting, is the committee, LEPC Committee, and they will be looking for an approval of the plan that has been drafted by two subcommittees. Mayor Dickinson advised that the council does not have to approve the plan, but a draft copy will be available. Mr. Bradley mentioned the Springfield, Massachusetts disaster with chlorine, and would like to be able to make Wallingford residents aware that we have a plan that is in place that could handle a disaster.

ITEM 7. Transfer of funds in the amount of \$1,785.00 from street lighting to maintenance of irrigation system.

Mr. Holmes' motion was seconded by Mrs. Papale.

Mr. Killen noted this is in the fiscal year 1988-1989 budget. Mr. Steven L. Deak, Director of Public Works Department advised that he needs the \$1785.00 for the next year for starting up the system and closing the system. The money is needed for the damage to 9 sprinkler heads. Insurance deductible is \$1,000. Mayor Dickinson advised that when the request first came in it was for money from the contingency. When it was reviewed the decision was to take it from street lighting knowing Steve would not need all of that money in the beginning of the year and probably would find the \$1700 later in the year after he has a better picture of the expenditure of funds. It can come from either the contingency or from within the department since it was before April 1st of the next fiscal year. Mr. Bradley noted he would favor contingency. Mr. Zandri asked if it were common to have sprinkler heads damaged. Mr. Deak advised it is not common, but unfortunately it happened. Mr. Deak also advised that on 30 lights, covers were blown off by shotguns or stolen. Mr. Doherty asked how long it would take to repair the sprinkler heads. Mr. Deak advised they would not be repaired until the 1st of July.

VOTE: Unanimous ayes; motion duly carried.

ITEM 8a. Consider and approve waiver of procedure for services not exceeding \$2000.00.

Mrs. Papale's motion was seconded by Mr. Doherty.

This is strictly for 8a. Mrs. Papale noted that this request is being made as in past years as a necessary requirement to permit the using departments to do their mundane services to the town without hindering them by bidding items or services that over a one year period would exceed the \$2000 bid limit. Mr. Holmes³ motioned that Papale Construction be considered under a separate vote. Mr. Holmes is amending the motion to delete Papale Construction from this motion and then entering it as a second motion. Mr. Adams' seconded the motion.

Mr. Killen noted that they are going to vote to delete Papale Construction from the list. The Council is not voting for Papale or the rest of them, just to delete Papale Construction from the list. The Council will vote separately on the rest of the list, and then vote on Papale Construction Company.

Mr. Bradley mentioned that as the Council went down the list, other candidates may come off based on what they are. Mr. Killen advised that the Council would then be back to square one.

Mr. Edward Musso, 56 Dobbels Bridge Road, commented that he thought that the policy was in effect that anything above \$2000 cannot be executed unless the bid is waived. Mr. Killen advised that Mr. Muzzo's statement was correct, but this is a different set up. Small items are bought during the course of the year and this gives the people who need them, the different departments, permission to go out and buy against a particular purchase order instead of accumulating the \$2000. The departments do not know at the beginning of the year if it is going to be \$1.00 or \$2001.00. This is a practice that the auditors recommended and that had been done for the past few years.

VOTE: Unanimous ayes; motion duly carried.

Mr. Holmes' moved that the Council consider Papale Construction to be attached to this list as a separate motion. Mr. Adams' seconded the motion.

Mr. Donald T. Dunleavy, Purchasing Agent, advised that we are locked into an ordinance and a charter that does not permit us to look at things realistically and that the \$2000 figure keeps on tripping over us. Mr. Dunleavy advised that the auditing firm recognizes this problem, but until there is a charter revision there is nothing that can be done about it.

Mr. Zandri asked how the firms that are on the list get their name on it. Mr. Dunleavy advised that the department heads themselves notify the Purchasing Department as to who they would like to have waivers for. Purchasing looks at what they have done with these vendors and then they decide whether they go on this list. Not all the ones sent to Purchasing appear on the list, however. Mr. Zandri asked if there was any reason we cannot go out to bid on specific items once a year for a yearly contract and accomplish the same thing that we are accomplishing here and may be get a better price for the town. Mr. Dunleavy advised that the advantage is to allow crews to have three or four different places to acquire materials of small quantities; so that they are not forced to stop a project on the west side of town in order to come to the east side in order to pick up the item from the winner of the bid.

Mr. Myers advised that the town does not inventory replacement parts for the different pieces of equipment. In essence the vendors listed, particularly the material, supply, and auto part vendors, are the town's warehouses.

Mr. Myers mentioned it would be a rare exception when a single ticket item exceeded \$300.00. Everything purchased from the supply and material vendors is usually a small item and on a per part and a per item basis it would be more than \$300. These are just small parts, small items with no one purchase item exceeding \$2000.

Mr. Dunleavy noted that a service item could exceed \$2000. Papale, R.L. Rogers and Circle "A" are the vendors who could exceed \$2000. Mayor Dickinson advised that emergency purchases are handled under another section of the purchase ordinance.

Mr. Bradley cited the town charter of financial responsibility back to the taxpayer. The charter reads if we exceed \$2000, we go out to bid. Mr. Bradley suggested that a quarterly report should come back to the Council showing those that do exceed \$2000. Mr. Killen advised Mr. Bradley that he will always vote negative in the waiving of the bid because there is no way that he is going to know whether you are going to get it lower or not. Mr. Killen noted that the people asking for a waiver of the bid give reasons, they do not always have to deal with the price. The waiver involves quality, speed on which it can be delivered, the necessity of the item, etc., and those are the reasons to waive the bids.

Motion: Must withdraw the original motion. Motion to delete Papale Construction was voted on. Mrs. Papale made the motion to delete Papale Construction; Mr. Adams' seconded the motion.

Mr. Holmes' motioned to vote on the list with the exception of Papale Construction; Mr. Adams' seconded the motion.

VOTE: Bradley and Zandri voted no; six ayes; motion duly carried.

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Mr. Holmes' motioned to include Papale Construction; Mr. Adams' seconded the motion.

VOTE: Bradley and Zandri voted no; Papale passed; five ayes; motion duly carried.

ITEM 8b. Consider and improve waiver bid procedure not exceeding \$2000 from the Board of Education.

Motion was moved by Mrs. Papale and seconded by Mr. Adams. Mr. Doherty disqualified himself.

Mr. Adams asked whether this is exactly for the same reasons and following the same format as presented by Mr. Dunleavy in 8a. Mr. Nelson Kari, Business Manager, was asked if any of the services exceed \$2000. Mr. Kari advised yes; those being Xerox, Wang, AIM Telephone, Monitor Control, and possibly Borne and Hunter Ambulance.

Mr. Tom Chicoski, Chairman of the Handicap Access and Asbestos Removal Building Committee, advised that with various federal regulations that are in place now and the upcoming implementation of those regulations by the state, there are a number of possibilities that will require changes in administering our recordkeeping, our asbestos management plan, and other recordkeeping purposes which will require the possibility of some outside consulting services. He advised that there is the distinct possibility that either the state or the federal government will require us to make additional submissions for which we would most likely require some consulting services. These services could run in the \$2000-\$2500 range, and there is no way of knowing at this point, however, the possibility does exist that we would need some additional consulting services.

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Mr. Killen noted that the problem he has is that with 8a he can understand those situations and knows that we have a handle on it. Something along the line noted by Mr. Chicoski can escalate so fast and that is what troubles both he and Mr. Bradley.

Mr. Edward Musso, 56 Dibbels Bridge Road, commented that Mr. Chicoski uses big figures which are unnecessary. He also commented that he does not trust the Board of Education.

VOTE: Bradley, Zandri voted no; Doherty disqualified; five ayes; motion duly carried.

Mayor Dickenson introduced Troop 5 of the Boy Scouts who were at the meeting as part of their merit badge program. In attendance were Ania Kijewski - Committee Member, Sean Griffin, James Roark, Edward Kijewski and William Smith.

Public Question and Answer Period (7:30 P.M.)

Mrs. Carolyn K. Massoni, 41 Hillsvie Road, welcomed the new secretary and wished her luck. She asked whether or not anyone has given the secretary the instructions as far as how the statute mandate reads on recording council minutes. She advised that her comments were not included in the set of minutes from the May 24, 1988 meeting; and wanted to know if they would be incorporated in a following set, or if that is the way it is handled. She also noted that the previous minutes that are coming up for approval tonight should not be accepted the way they stand. She said there are several corrections to be made and the summary which is usually attached to the minutes was missing. The ordinance that was recorded in the minutes reflects a figure of \$800,000, and at the Council meeting it was amended to read \$500,000. There are several other serious corrections that should be made before the minutes are accepted according to Mrs. Massoni. She also recommends that the tape be listened to again before the minutes are accepted.

Mr. Killen advised that one of the reasons that the minutes have not been accepted is the Council has not had an ongoing secretary and when they get someone on board they plan to go over the tapes again and pick up the items so that the minutes will be accurate.

Mrs. Massoni is interested in making copies of certain portions of the minutes. She requested a time to meet with Kathryn Wall, Town Clerk, if she so wishes to be present. Mrs. Massoni understands these minutes are public record. Mr. Killen advised that Kathryn does not have the tapes, they are kept in the Town Council office. An appointment can be made through Kathryn to get this information.

Mr. Edward Musso complained about the lines drawn in the parking lot. He also requested that the front and side doors be left unlocked during Council Meetings.

PUBLIC HEARING

The public hearing was an ordinance appropriating \$155,500 for architectural service and fees incurred for the planning of code compliance for handicap accessibility at Wallingford Public Schools and authorizing the issue of \$155,500 worth of bonds on the town to meet such appropriation. Handicap Code Bond Authorization request is attached to these minutes.

Mrs. Papale's motion was seconded by Mr. Adams.

Mr. Edward Musso felt that it is too much money. He commented that we should have one high school, one middle school and one, possibly two, elementary schools. He noted that there are about a half dozen people that are handicapped, and it is much better for the taxpayers to truck these people that need to go to these handicapped schools, rather than making all the schools and buildings so they can accommodate them. Mr. Musso said as far as architectural services that they should get down to earth architects. He commented that all the architects that go for the Board of Education are up in the stratosphere. They start with the hundreds of thousands of dollars.

Mayor Dickinson advised that the town should move ahead. It does represent a large sum of money and it is just the beginning. The actual construction will be a much larger sum of money, but it is something that the town must accomplish in as short a time as possible, and that is to make the building accessible for handicapped as indicated in the enabling resolution for the building committee.

Mrs. Eleanor Durgan, 36 Kingsland Avenue, said the town should do what they have to, spend what they have to, and make it easy for the handicapped people. She commented that thank god you are not one of them.

Mr. Killen advised of a telephone call he received prior to the meeting from a handicapped couple with a handicapped daughter going into Moran, and they had found it very hard to get around there. They were able to meet her advisor apparently at this level and they do not know what the future is going to bring. The mother encouraged Mr. Killen to see that this ordinance passed. Mr. Killen advised her he would bring her message to the Council members.

Mr. Holmes agreed this is money well spent. Besides having a legal obligation in making the buildings accessible, he feels we also have a moral obligation. Handicapped people are citizens of this town, they are taxpayers, and if they cannot use the facilities that the town offers, then we are cheating them as well as ourselves. Mr. Holmes also commended Mr. Tom Chicoski for an outstanding job.

Mr. Doherty advised that not only are these needed in the schools, but there is a Connecticut General Statute that requires that we make certain of these particular schools that are used for polling places accessible to the handicapped. So we are under a double mandate. Mr. Doherty agreed that is no reason to stall on this particular point, and the Council should move right ahead with it.

Mr. Bradley concurred with all comments made. He asked about the schedule for the schools. He wanted to know that if in the August/September timeframe that is blocked in the schedule for bid whether this is for the construction bid. Mr. Chicoski advised that the dates were tentative milestones; that the August/September timeframe is not viable since they need time for the money, time for preliminary plans completed, the plans have to be approved by the State of Connecticut Department of Education to generate the proper paperwork so the town would get reimbursed. If they go out to bid before everything is properly completed by state statute, the town is ineligible to apply for reimbursement. Mr. Chicoski felt they would be in a position to go out for bid in the October timeframe. The schedule would not be impacted greatly since the work would not start before the summer of 1989, although some work

could be done throughout the school year since the work is not of the nature that they would have to close the entire building down. One thing that must be done is the preparation of the package; will it be a complete turnkey package that is bid out as a single contract or will they have various subcontracts to bid out. The time table in the report was just tentative because of the scope of the project. It might take place over two summers because of the size of the project.

Mr. Bradley asked if the time table would be updated. Mr. Chicowski advised that when any plans are reviewed and approved by the state, those plans have to be in conformance with the codes that are in existence at that time. If the project was done 10 years ago, they would have been done to the codes that were in existence at that time, and would not have to do further update work on any of those buildings unless there was substantial renovation done to the building. So at the time the plans are submitted for review to the authorities in Hartford, they will be done to the current building codes that are in effect. If anything changes substantially from the time the drawings are made up and the work is actually done, then it remains to be seen whether further modifications will have to be made. Mr. Chicowski does not feel that further modifications will be necessary.

Mr. Killen asked if Ben Haven is being done because of its use as a voting place. Mr. Chicowski advised basically yes, but the mayor thought it would be highly desirable from the standpoint that it is used both as a public polling place and also in the event that the town ever reverse to use that building as another public building.

Mr. Myers advised that the underlined section is the new language. The draft ordinance was given to the Council on June 8, 1988. The original draft stated in the last sentence of Section 1: The foregoing appropriation is in addition to funds previously appropriated for preliminary schematic drawings. In 1987/1988 in the General Fund they appropriated the sum of \$20,000 for schematic drawings as beginning seed money to start Mr. Chicowski's handicapped committee on the road to architectural design and contractual services. There was no question that it was their intent to reimburse the General Fund that \$20,000 for two reasons: (1) when the committee and the project is funded accounting for all costs of the project are set up in one set of books; that would be the project fund, a capital project fund in governmental accounting. (2) By accounting for all costs in one set of books it makes the application

for the state grant process easier and gives one reference point. The amended language in the last sentence of Section 1 now reads: The foregoing appropriation is inclusive of funds preliminarily advanced for preliminary schematic drawings and shall be used to reimburse such advanced funds. It is merely clarification.

VOTE: Unanimous ayes; motion duly carried.

Mr. Chicowski advised that a copy of the complete package of schematic drawings and specifications is on file in the Wallingford Public Library. Updates will be made to the copy at the Library also.

ITEM 9. Consider and approve budget amendment in the amount of \$851,111 to pay for the Robert Earley Town Hall Project. Taking the amount \$851,111 from Sale of Assets - Town Account No. 1075-070-7020 to Principal Retirements Robert Earley Project, Account No. 8010-800-8500.

Mrs. Papale's motion was seconded by Mr. Bradley.

Mr. Edward Musso, 56 Dibbels Bridge Road, inquired about what the \$851,111 payment is for. Mr. Killen advised that this is the amount of money received from the sale of the other town building. The town is paying for the Robert Earley Town Hall Project on a cash basis. A copy of the transmittal letter from Mr. Myers is attached to these minutes.

Mr. Bradley asked whether this was a new line item that was being included under debt service. Mr. Myers advised that it is being included under principal retirements debt service. Mr. Myers advised there will be no debt issued on this project.

VOTE: Mr. Solinsky abstained; seven ayes; motion duly carried.

ITEM 10. Approval of resolutions and agreements to the state grant for the annual budget for Wallingford Community Day Care Center, Inc.

Agreement read by Mrs. Papale is included as an attachment to these minutes.

Agreement was moved by Mrs. Papale and seconded by Mr. Holmes.

Mr. Bradley asked Kathleen M. Queen, Executive Director of Wallingford Community Day Care Center, Inc., what the last year grant amount was. Ms. Queen advised \$206,000, but she has no clue what the Center is going to receive this year because the Center use to apply for a fixed amount according to a very very rigid line item budget. Two years ago a bill was passed through the legislature that allowed more flexibility, and local control of day care program budgets. In response to that the state has decided to issue award letters. The state cannot have the award figure before July 1, 1988, so the Day Care Center has had to change their entire process. Ordinarily the Day Care Center would come to the Council with a very specific line item kind of arrangement so the Council could see exactly how much they are spending on

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various sundry items. About 85% of their budget goes for personnel costs and the professional people are still probably the lowest paid professionals. The Center has been told the grant increase would be from roughly 2% to 4.5%. Writing the budget is impossible until the Center knows what the state is going to give them.

Mr. Zandri asked if this project is totally or partially funded by the state. Ms. Queen advised that the system allows for an 80% cash grant from the state. 20% of the budget was to be made up of donated goods and services called in kind. This was originally written into the statute. The reporting of that document for that in kind service has been deleted from the state statute. So, in effect, they still have an 80-20, cash and donated goods and services grant but there is no longer an in kind reporting requirement, so in practice it has become a cash grant from the state. In addition to the \$206,000 of grant money received, there is also \$50,000 or so in fees that are collected that offset the total of the budget.

Ms. Queen advised that they now have control of their budget. They have greater flexibility in their line item part of the budget.

VOTE: Unanimous ayes; motion duly carried.

Resolution 1 read by Mrs. Papale is included as an attachment to these minutes.

Resolution 1 was moved by Mrs. Papale and seconded by Mr. Holmes.

VOTE: Unanimous ayes; motion duly carried.

Resolution 2 read by Mrs. Papale is included as an attachment to these minutes.

Resolution 2 was moved by Mrs. Papale and seconded by Mr. Holmes.

VOTE: Unanimous ayes; motion duly carried.

ITEM 11. Request from Historic District Committee to waive the bid was withdrawn at the request of Mr. Gerald Farrell, Jr.

ITEM 13. Resolution authorizing application for State of Connecticut alcohol and drug abuse commission grant. Resolution is included as an attachment to these minutes.

ITEM 14. Consider an authorization to execute lease agreement re: Bertini Park. Lease agreement is included as an attachment to these minutes.

Mayor Dickinson advised that the entire lease did not have to be read. The lease covers the residence in Bertini Park on West Dayton Hill Road. Mr. Robert Holmes does work for the town in clearing the area. The lease sets out that he must keep the grounds free of all tools, equipment, debris, etc., be responsible for any necessary trimming of the shrubs, planting, and he will

keep the rest rooms cleaned and the area in general in repair and available for public use as a park. The rental is \$150 per month and it is for one year.

Mr. Doherty asked where the park is. Mayor Dickinson commented that it use to be a boy's club and it is close to the pond where West Dayton Hill takes a sharp turn and goes up to Woodhouse Avenue. It is used for nature walks, etc.

Mr. Ray Rys, 96 Pierson Drive, commented he believed the lease was raised last year. He thought one of the stipulations was that there was to be a report monthly. There was a concern how the property was being maintained at that time. He asked the mayor if he has been receiving the reports?

Mayor Dickinson said he believed that Stan, Mr. Holmes' boss, had received the reports. The mayor commented that he has received no reports of any problems at the Park.

Mr. Rys referred to the concern last year of repairs being done to the house and things being done to it without the permission of the Council at that time. The Council evidently has authorization over any town buildings or structures. He believes that is one of the reasons why the Council did request reports.

Mr. Killen asked the mayor who physically inspects the house. According to the lease it is going to be inspected by the lessor at least once every three months. Mayor Dickinson advised that this would be done by Stan Shepherd.

Mr. Holmes wanted it put on the record that Mr. Robert Holmes is no relation to himself.

Mr. Adams' motion was seconded by Mr. Doherty.

VOTE: Unanimous ayes; motion duly carried.

ITEM 15. Vacancy on Zoning Board of Appeals as an alternate.

Mr. Killen advised that only one name has come forward. He read a letter from Anita L. Rubinstein, who would like appointment to the position.

Mr. Adams' motion was seconded by Mrs. Papale.

Mr. Killen advised that this should lay over for two weeks for confirmation according to the Council's rules. Mrs. Papale suggested possibly interviewing the candidate since she would be a new face to many of the Council members. Mrs. Papale made a motion to hold the position for two weeks to allow time for interviewing. Mr. Bradley seconded the motion.

VOTE: Unanimous ayes; motion duly carried.

ITEM 12. Discussion of Inland Wetlands Commission.

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Mr. James Highland, Chairman of Inland Wetlands, and Peter Scott, Inland Wetlands Member, wanted guidance and recommendations from the Council on hiring a part time environmental planner. They wanted to know who the person would be responsible to, who defined the jobs, responsibilities and whether the lines of authority are structured within the system.

Mayor Dickinson advised that in the case of this being a part time employee, there really needs to be an on site person who will supervise. The mayor suggested that any employee who provides services to inland wetlands will report to the Inland Wetlands Commission. They advise the commission, the commission indicates to that employee what they expect in the way of work product, and there should be a mutual cooperation. The Town Planning Office should provide supervision in the absence of the Inland Wetlands Commission. If there is a problem or disagreement, they can go to the Inland Wetlands Commission or the mayor.

Mr. Bradley advised that when the Inland Wetlands Commission was set up, the Council did vote and approve that this commission be totally autonomous; that included the environmental planner. Mr. Bradley noted many part time staff

members report to the mayor. He suggested that the Inland Wetlands Commission sit down and work the logistics out with the Planning Department. He suggested getting in writing what the reporting structure would be and what the commitments are on both sides.

Mr. Killen suggested they reduce their general questions to writing, talk it over with the Planning and Zoning Department, and if they cannot agree, then they can either have the mayor arbitrate or come back to the Council.

ITEM 17. Consider request for waiving of bid procedure on sale of merchandise for Parker Farms Building Committee. This request was a tabled item.

Mayor Dickinson mentioned that the Council has the letter stating that Parker Farms School does not need the oven.

Mrs. Papale's motion to remove oven issue from being tabled was seconded by Mr. Adams.

VOTE: Unanimous ayes; motion duly carried.

Mrs. Papale's motion to consider a request for waiving of bid procedure on sale of merchandise for Parker Farms Building Committee was seconded by Mr. Bradley.

A letter from Robert E. Devine, Parker Farms Renovation Committee, is attached to these minutes. Also attached is Dr. Nicoletti's letter to Robert Devine.

Mrs. Papale asked Robert Devine that in his letter he mentioned that he was not sure if the person still wants the oven. Mr. Devine advised that the party is still interested in the oven for \$1,000.

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VOTE: Unanimous ayes; motion duly carried.

ITEM 20. Consider and approve job specification for inspector for Fire Marshall's Office.

Mrs. Papale's motion was seconded by Mr. Adams.

The difference between this job and Mike Lamy's job is that this job works under Mike Lamy. Mr. Bradley noted that under General Statement of Duties, it should read: inspections and code violations which must be maintained. The which was left off the specifications. Also under minimum qualifications, a knowledge of rules and ordinances of the Wallingford Fire Department, does this preclude an outside candidate? The answer was yes.

Mr. Holmes noted under experience and training that it states: must have some experience; is that at the discretion of the person hiring this gentlemen? The answer was yes.

Mr. Holmes asked for clarification that the deputy and inspector's jobs were basically the same. He asked what delineates the responsibilities, was it by state statute according to the job title.

Stanley Seadale answered yes. Mayor Dickinson asked Mr. Seadale if the job description was one that could be justified for pay scale and should there be an occasion to have to argue to a labor board or someone else regarding the differences in pay and the work set forth in the job description. The mayor was concerned that the town was protected as an employer.

Stanley Seadale said they have a signed agreement and therefore are protected.

VOTE: Killen voted no; seven ayes; motion duly carried.

ITEM 21. Discuss routes to resource recovery plant - was withdrawn. Mr. Parisi was out ill.

ITEM 22. Consider and approve waiving of town clerk's computerized indexing and microfilming. A copy of the letter from Kathryn Wall is attached to these minutes.

Mrs. Papale's motion was seconded by Mr. Adams.

Mr. Zandri wanted to know if the price was close.

Kathryn Wall advised that one firm was more expensive, and another firm was very new to the market, and did not give a quote.

Adkin and Cott's prices have not changed according to Ms. Wall for the past couple of years. However, she does not know how long the price is guaranteed. The reason she is asking for the waive of bid is because it is over \$2000 year she. She does not want to be in violation.

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Mayor Dickinson suggested that Kathryn could send a letter to Adkins and Cott indicating that she wanted to be informed ahead of time of any price changes. Kathryn advised that she will draft a letter to both Adkins and Cott and tell them she needed to know of any price changes or increases, and that she will have to go back in front of the Council.

Mr. Bradley requested a cost comparison between the three companies involved. He felt this will provide the necessary backup.

Mr. Myers advised that the per page price on the Cott system included the advantage of using their equipment.

Mr. Adams noted that if this is indeed a contract, the price will have to maintain for the duration of that year. If it is not and you do request that any rate change would have to be reported to you before you accept it, then you would have the option of looking elsewhere. This would take into consideration all these terms.

Mrs. Massoni asked if Hall Matchsny was still in existence. Kathryn advised that they were the higher bidders.

Mrs. Papale's motion to waiver the bid for Cott and Adkins Printers based on the fact that the price does not change as of this moment without being notified was seconded by Mr. Adams.

VOTE: Bradley, Doherty, Papale voted no; five ayes; motion duly carried.

Motion to Waiver Rule V for the transfer of funds necessary to pay a part time legal secretary for services rendered during the month of June and for training the newly hired secretary for this office came through the Town Attorney's Office.

Mrs. Papale's motion was seconded by Mr. Adams.

The motion to transfer \$1,000 from legal secretary wages to the amount \$1,000 to part time wages.

Mrs. Papale's motion was seconded by Mr. Adams.

Attorney Mantzaris advised he wanted to pay the part time secretary for the month of June the amount billed of \$668. There is no line item for part time help in his new budget. A new secretary has been hired and will be starting July 1. She was hired at a step below max so there would a thousand dollars available in secretary wages in the budget.

Mr. Bradley asked which budget year this money is coming from. Attorney Mantzaris advised it is the 1988/89 budget.

VOTE: Holmes passed; seven ayes; motion duly carried.

Approval of Town Council Minutes was tabled at this time. Mr. Doherty's motion was seconded by Mr. Holmes.

VOTE: Unanimous ayes; motion duly carried.

Motion for executive session was made by Mrs. Papale and seconded by Mr. Adams.

VOTE: Unanimous ayes; motion duly carried.

Mr. Killen advised there was no action taken, just a discussion in executive session and no action is contemplated.

A motion to adjourn was duly made, seconded and carried and the meeting adjourned at 11:00 P.M.

Meeting recorded and transcribed by:
Dona P. Morse, Council Secretary

APPROVED Albert E. Killen
Albert E. Killen, Council Chairman

July 26, 1988
Date

Kathryn J. Wall
Kathryn J. Wall, Town Clerk

July 26 1988
Date