

TOWN OF WALLINGFORD, CONNECTICUT  
**TOWN COUNCIL MEETING**  
Robert F. Parisi Council Chambers  
**SEPTEMBER 12, 2023**  
**6:30 P.M.**  
**AMENDED RECORD OF VOTES & MINUTES**

The Town Council Meeting on Tuesday, August 15, 2023 was called to order at 6:30 p.m. There was a moment of silence and the Pledge of Allegiance was said. Councilors in attendance were Autumn Allinson, Craig Fishbein, Thomas Laffin, Joseph A. Marrone, III, Christina Tatta Samuel Carmody, Vincent Testa Jason Zandri and Chairman Vincent Cervoni. Mayor William W. Dickinson, Tim Sena Comptroller, Town Attorney, Gerald Farrell, Sr., and Town Clerk Kristen Panzo were also present.

Moment of Silence

- 1. Pledge of Allegiance
- 2. Roll Call

Acceptance of a Waive Rule V Transfer request in the amount of \$8,000 from Contingency to Maintenance of Traffic Signals for the purpose of replacing a pedestal traffic signal that was damages due to a motor vehicle accident.

**MOTION WAS MADE to approve a Waive Rule V**  
**MADE BY: LAFFIN**  
**SECONDED BY: ALLINSON**  
**VOTE: ALL AYE**  
**MOTION: PASSED**

- 3. Presentation of Certificate to Girls Little League Softball of Wallingford 2023 11u State Champions.
- 4. Consent Agenda
  - 4a. Consider and Approve Tax Refunds totaling \$47,146.32 (#8-#124)  
Acct. #1001001- 41020 - Tax Collector
  - 4b. Consider and Approve Job Description Revision for Meterman I position- Human Resources
  - 4c. Consider and Approve Job Description Revision for Meterman II position- Human Resources

- 4d. Consider and Approve Job Description Revision for Chief Meterman position- Human Resources
- 4e. Consider and Approve Reinstatement of Second Payroll Clerk- Comptroller
- 4f. Consider and Approve a Transfer in the amount of \$25,000 from Contingency Fund, Acct. #10019000-58820 to Exp.- Reg. Sal & Wages Fund, Acct. #10010401-51000- Comptroller
- 4g. Consider and Approve Job Description for Administrative Aide- Mayor's office- Human Resources.
- 4h. Consider and Approve acceptance of Federal Taskforce overtime funds and consider and approve Appropriation of funds in the amount of \$4,197 to Misc. Revenue – Acct. #1009052-47040 and to Police-Overtime, Acct. #10020050-51400 – Police Dept.
- 4i. Consider and Approve acceptance of funds for 2022/2023 Comprehensive DUI Enforcement Program and consider and approve Appropriation of funds in the amount of \$5,031 to Revenue Highway Safety – Acct. #1002001-45208 and to Police-Overtime, Acct. #10020050-51400 – Police Dept.
- 4j. Consider and Approve acceptance of Federal Taskforce overtime funds and consider and approve Appropriation of funds in the amount of \$2,108 to Misc. Revenue – Acct. #1009052-47040 and to Police-Overtime, Acct. #10020050-51400 – Police Dept.
- 4k. Consider and Approve acceptance of donation from the Wallingford Energy, LLC and consider and approve Appropriation of funds in the amount of \$12,000 to Revenue, Acct. #250-TBD and to Expense Acct. Fire Dept. Program Expenditures, Acct. #25020150-8830- Fire Dept.
- 4l. Consider and Approve acceptance of Operation Fuel funds and consider and approve Appropriation of funds in the amount of \$400 to Revenue, – Acct. #2134002-47152 and to Expenditures, Acct. #21340100-58830 – Y&SS.
- 4m. Consider and Approve Re-Appropriation of Project Graduation Funds and approve Appropriation to 2023-2024 Project Graduation funds in the amount of \$5663 to revenue, Acct. #2324002-49000 and to Expenditures, Acct. #23240150-58252-Y&SS.
- 4n. Consider and Approve Appropriation of ARPA funds in the amount of \$292,060 to Revenue-Federal Grant, Acct. #2391002-45200 and to ARPA-Business, Acct. #23940250-58830- Law.

- 4o. Consider and Approve acceptance of donation from Choate Rosemary Hall of a Panasonic Smart LED-LCD TV and medium flat mobile cart- Y&SS.
- 4p. Consider and Approve gifts to Wallingford Public Schools 2022/2023-BOE
- 4q. Consider and Approve a Transfer in the amount of \$160 for Sewer Division Budget Transfer FY 2022/2023 Customer Installations from Misc. Expenses, Acct. #46100665 and to Customer Installations, Acct. #46100664-Water/Sewer Div.
- 4r. Consider and Approve a Transfer in the amount of \$300 for Sewer Division Budget Transfer FY 2022/2023-Meter reading from Maintenance of Meters, Acct. #46100676 and to meter Reading Expense, Acct. #46100902-Water/Sewer Div.
- 4s. Consider and Approve a Transfer in the amount of \$138,500 for Water Division Budget Transfer FY 2022/2023-Maintenance of Services from Maintenance of Trans. And Dis. Mains, Acct. #46100673 and to Maintenance of Services, Acct. #46100675- Water Div.
- 4t. Consider and Approve a Transfer in the amount of \$7,600 for Sewer Division Budget Amendment FY 2023/2024- Outside Services Employed from Retained Earnings, Acct. #N/A and to Outside Services Employed, Acct. #46100923-Sewer Division.
- 4u. Consider and Approve Acceptance of Write-Offs Uncollectable Accounts in the amount of \$220,055.27- FY Ending 6/30/2023- Electric Div.
- 4v. Approve Town Council Minutes of August 15, 2023.

**MOTION WAS MADE to approve Consent Agenda Items 3a, 3d, 3f, 3h-3m, 3o-3v.**

**MADE BY: LAFFIN  
SECONDED BY: FISHBEIN  
VOTE: ALL AYE  
MOTION: PASSED**

**5. Items Removed from the Consent Agenda: 4e, 4g, 4n.**

4e: Consider and Approve Reinstatement of Second Payroll Clerk- Comptroller

Tim Sena, Comptroller explained the need for a second payroll clerk in his office. Right now Mr. Sena has his apprentice account in the second Payroll Clerk position. She transferred over from the Payroll Department to help him out. His Executive Secretary is retiring this year so his

concern is that he will be short staffed. Mr Sena needs two people on payroll so each Payroll Clerk can get time off for vacation and what not. There was a concern why the money to fund this position is coming from Salary instead of coming from Contingency. There was discussion on why the Town cannot move to direct deposit. Mr. Sena said that because of the different unions and different weekly pay schedules it would be very difficult to do direct deposit on a weekly basis. There was a discussion about going by-weekly to make direct deposit a possibility.

Bob Gross asked why the Town of Wallingford does payroll manually and why they are not using a company to help them do payroll electronically.

**MOTION WAS MADE to approve Item 4e.**

**MADE BY: LAFFIN  
SECONDED BY: ALLINSON  
VOTE: ALL AYE  
MOTION: PASSED**

4g: Consider and Approve Job Description for Administrative Aide- Mayor's Office-Human Resources

There was a brief discussion amongst the Town Council as to why the job description for this position suddenly has changes made to them. The Mayor and Jim Hutt, Director of Human Resources met with Joan Staves, the Administrative Aide to go over the job description so duties can be added to it that she has been doing for years. The consensus was that because the old job description was never updated that it would be a good time to update so that the Town of Wallingford can get the best qualified person to do this job.

**MOTION WAS MADE to approve Item 4g.**

**MADE BY: LAFFIN  
SECONDED BY: ALLINSON  
VOTE: 7 AYE, 2 NAY  
MOTION: PASSED**

4n: Consider and approve Appropriation of ARPA funds in the amount of \$292,060 to Revenue-Federal Grant, Acct. #2391002-45200 and to ARPA-Business, Acct. #23940250-58830- Law

There was a brief discussion amongst the Town Council as to how the ARPA scoring and calculations were done. All of the applications from businesses in Wallingford were reviewed, scored and decided on so there is no more businesses to review and give money too. Chairman Cervoni abstained from voting on Supercuts business and Councilman Fishbein abstained from voting on Amici business.

Bob Gross talked about the ARPA money and the businesses who received the money.

Town Council Tatta abstained from this agenda item.

**MOTION WAS MADE to approve Consent Agenda Items 4n.**

**MADE BY: LAFFIN  
SECONDED BY: ALLINSON  
VOTE: 8 AYE, 1 ABSTAINED  
MOTION: PASSED**

6. **PUBLIC QUESTION & ANSWER PERIOD**

Bob Gross went into a brief discussion about the APRA money and which businesses were allowed to receive money. He also talked about the ARPA decisions of the committee.

7. Review with the Town's Risk Manager conditions presented by Town Council Building Maintenance Committee.

There was a brief discussion as to why there are so many places in Wallingford that are in need of repair and why nothing has been done to fix some of the issues.

Jason Michael asked why it is taking so long for the Town to do anything to fix these issues, especially at the parks where children and families go.

8. Executive Session pursuant to CGS 1-225 (f) and Section 1-200 (6) (B) regarding strategy and negotiations with respect to the pending tax appeal matter J. Gavin Properties, LLC v. Town of Wallingford- Law

Invited into Executive Session were Mayor William W. Dickinson Jr. and Town Attorney Gerald E. Farrell Sr.

**MOTION WAS MADE to go into Executive Session at 8:57 p.m. Town  
MADE BY: LAFFIN  
SECONDED BY: ALLINSON  
VOTE: 8 AYE, 1 ABSENT  
MOTION: PASSED**

**MOTION WAS MADE to come out of Executive Session and continue the regular meeting at 9:09 p.m.**

**MADE BY: LAFFIN  
SECONDED BY: ALLINSON  
VOTE: 8 AYE, 1 ABSENT  
MOTION: PASSED**

9. Motion to consider and authorize settlement in the pending tax appeal matters of J. Gavin Properties, LLC v. Town of Wallingford as discussed in Executive Session- Law

**MOTION WAS MADE to approve Item #9.**

**MADE BY: LAFFIN  
SECONDED BY: ALLINSON  
VOTE: 8 AYE, 1 ABSENT  
MOTION: PASSED**

The meeting was adjourned at 9:10 P.M.

**MOTION WAS MADE to end the meeting**

**MADE BY: ALLINSON  
SECONDED BY: MARRONE  
VOTE: 8 AYE, 1 ABSENT  
MOTION: PASSED**

Respectfully submitted,

Kristen Panzo  
Town Clerk

Meeting digitally recorded

  
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Vincent Cervoni, Chairman

10/10/2023  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Kristen Panzo, Town Clerk

10/10/2023  
\_\_\_\_\_  
Date

*In accordance with Title II of the Americans with Disabilities Act- Individuals in need of auxiliary aids for effective communication in programs and services of the Town of Wallingford are invited to make their needs and preferences known to the ADA Compliance Coordinator at 203-294-2070 five days prior to meeting date.*

RECEIVED FOR RECORD 9-25-23  
AT 4:30 P.M. AND RECEIVED BY  
Kristen Pango TOWN CLERK