

TOWN COUNCIL MEETING AGENDA

Tuesday, November 14, 1989

7:00 P.M.

1. Pledge of Allegiance and Roll Call.
2. Consider and approve a transfer of \$4,000 to "On Call" Duty Allowance account - Public Works Department.
3. Consider and approve a transfer of 20,000 to cover cost of Ventilation, Heating and Air Conditioning System - Senior Citizens Center - requested by Public Works Department.
4. Consider and approve a transfer of \$5,000 to Workers Comp. Replacement - Police Department.
5. Consider and approve Tax Refunds in the amount of \$2,674.17
6. Consider and approve appropriation of \$80,390 to the Board of Education Budget, Additional Approp. Formula Grants.
7. Consider and approve following actions for the Water & Sewer Divisions:
  - a. Amend personnel details of budget to reflect budget funding for Senior Engineer Position.
  - b. Transfer of \$3,300 to fund sick leave reimbursement due retirees. Water Division
  - c. Transfer of \$3,300 to fund sick leave reimbursement due retirees. Sewer Division.
  - d. Budget amendments to increase Contribution in Aide and Capital additions by \$500,000 and \$1,000,000.
  - e. Transfer of \$300 to Property Taxes - Water Division.
8. PUBLIC QUESTION AND ANSWER PERIOD - 7:30 P.M.
9. Presentation by Wallingford Recycling Committee
10. Consider and approve a Waiver of Bid to upgrade the Electric Division's current computer system.
11. Consider and approve a Waiver of Bid and Approve a Solicitation of Proposals for the Hiring of a Consultant to Operate the Rental Rehabilitation Program, required by the State Department of Housing Small Cities Block Grant.
12. Consider and approve a Waiver of Bid for installation of vinyl siding for two volunteer fire stations
13. Consider and approve a request for one-day use of the Old Yalesville Volunteer Fire Station by the Christadelphian Church.
14. Consider and approve Purchase of additional chairs for the Town Clerk's Office.

15. Set a Public Hearing on an Ordinance Regarding Leaf Accumulation on Public Streets.
16. Note for the Record financial reports for the Visiting Nurse Association and the Senior Citizens Center.  
and approve
17. Consider/Appointment to fill Vacancy on Board of Education to fill unexpired term.
18. Consider and approve Job Specifications for full-time Council Secretary.
19. Consider Adoption of Resolution Regarding Board of Education Budget Transfers. - requested by Councilman Parisi.
20. Approve Town Council Minutes of October 16 and October 24, 1989.
20. Correspondence.

ADDENDUM

TOWN COUNCIL MEETING

Tuesday, November 14, 1989

✓ Consider and Approve a Budget Amendment of \$241,000  
to Furnace and Boiler Work at Pierce Plant.

TOWN COUNCIL MEETING SUMMARY

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Meeting Adjourned	

TOWN COUNCIL MEETING

NOVEMBER 14, 1989

7:00 p.m.

A regular meeting of the Wallingford Town Council was held in Council Chambers and called to order at 7:10 p.m. by Chairman Albert Killen. Answering present to the roll called by Town Clerk Kathryn J. Wall were Council Members Bradley, Doherty, Papale, Parisi, Solinsky, Zandri and Killen. Also present was Eva Lamothe, Deputy Comptroller.

The Pledge of Allegiance was given to the flag.

Motion was made by Mr. Doherty to have Items 4, 5, 7a, 7b, 7c, 7e, 12, 14 and 16 placed on the Consent Agenda to be voted upon by one unanimous vote.

(Mr. Holmes arrived at 7:15 p.m.)

ITEM 4 Consider and Approve a Transfer of \$5,000. from Dispatcher's Wages Acct. No. 001-2015-100-1300 to Workman Comp. Replacement, Acct. No. 001-2015-100-1630 - Police Department.

ITEM 5 Consider and Approve Tax Refunds in the amount of \$2,674.17 - Tax Collector.

ITEM 7a Amend personnel details of budget to reflect budget funding for Senior Engineer position - Water and Sewer Division

ITEM 7b Consider and Approve a Transfer of \$3300.00 from Customer Records & Collection Expense, Acct. No. 903-000 to Sick Leave Reimbursement Due Retirees, Acct. No. 920-001 - Water Division.

ITEM 7c Consider and Approve a Transfer of \$3300. from Chemical Expense, Acct. No. 641-000 to Sick Leave Reimbursement Due Retirees Acct.No. 920-001 - Sewer Division.

ITEM 7e Consider and Approve a Transfer of \$300. from Maintenance of Services, Acct.No. 675-000 to Property Taxes, Acct.No. 408-000 - Water Division.

ITEM 12 Consider and Approve a Waiver of Bid for installation of vinyl siding for two volunteer fire stations.

ITEM 14 Consider and Approve Purchase of additional chairs for the Town Clerk's Office.

ITEM 16 Note for the Record financial reports for the Visiting Nurse Association and the Senior Citizens Center.

Seconded by Mr. Parisi.

Mr. Parisi wished to have it noted for the record that he was voting for the Waiver of the Bid on Item 12 because of the negotiation of a price within the budget figure that had been established for the work.

VOIE: Adams was absent; all others voted aye; motion duly carried.

ITEM 2 Consider and Approve a Transfer of \$4000. from Contingency Reserve - General Government, Acct.No. 001-8050-800-3230 to "On-Call" Duty Allowance, Acct. No. 001-5030-100-1450 - Public Works Department. Motion was made by Mrs. Papale, seconded by Mr. Bradley.

Mr. Bradley asked the Deputy Comptroller if the account number is new. Eva answered YES.

Mr. Bradley asked Mr. Deak how many people would be on stand-by from now until the end of the year. Mr. Deak replied that he would have four people per week from now until the end of the year and there are about 40 days from now until the end of the year.

Mr. Killen asked if there was any one else involved in this going to arbitration. or was it just personnel. Mr. Deak replied that he was not involved in it. Mr. Killen stated he did not understand the wording of the arbitration award and he feels that if the Town is paying then the Town should have some control over the people it is paying. If a person does not respond to a call within 30 minutes of being paged, is there a penalty? Mr. Deak stated we would not pay him and Mr. Killen stated we would then wind up in court. Mr. Deak stated that we've never had problems before with people responding. Mr. Killen replied that it's the wording he finds fault with.

VOTE: All ayes except for Mr. Adams who was absent: motion duly carried.

ITEM 3 Consider and Approve a Transfer of \$20,000. to cover cost of Ventilation, Heating and Air Conditioning System - Senior Citizens Center - requested by Public Works Department. Motion was made by Mrs. Papale, seconded by Mr. Bradley. A transfer of \$8000. from PWD-Central Garage Heating System, \$3000. from 701 Center St. - Window Blinds, \$4900. from Snow Plow Truck, \$2200. from Fence/Baseball Fields, \$1900. from Tandem Roller: the amount of \$20,000. is to the Heating, Ventilation and Air Conditioning System - Senior Citizens Center.

Mr. Bradley asked Eva to check Acct. No. 001-5030-999-9914 from which we are removing \$1900. but it only has a balance of \$1800. Eva replied that this was already discussed with Mr. Deak and he would like to change it to \$1800.

Mr. Killen announced that the Tandem Roller would be reduced to \$1800.

Mr. Bradley questioned Mr. Deak on the Ventilation Account which originally had \$46000. budgeted and has had some money expended and also \$4700. encumbered. He asked what this money was used for. Mr. Deak replied that it was used for engineering.

Mr. Zandri asked why the estimate was off by this amount of money.

Mr. Deak stated that this was a quesstimate and not an estimate because at the time he had to come up with a proposal, and this was discussed with the Council as to whether to stay with the gas system, go to an oil system or have a system similar to what is now in Town Hall. Mr. Killen stated that they are now abandoning the oil burner that is presently there and making this a one unit affair treating the air conditioning etc.

Mr. Zandri asked if this were being done to save money?

Mr. Deak stated that at the time he gave his estimate there had been no engineering done on the project and that since then the council hired engineers who came up with this as the best solution. The building is old and there is also asbestos which has to be removed.

Mr. Zandri asked if the oil tank is being removed, and will there be some dollar savings there because it will not be replaced?

Mr. Deak said No because they had not originally planned to remove it at this time, not until they would have to about four years from now.

Mr. Bradley asked if we would be amending this transfer and Mr. Killen replied yes.

Mr. Zandri asked who the engineers were for this project and Mr. Deak replied Lazarus.

Mrs. Papale moved to amend the motion to transfer from \$1900. to \$1800. from Tanden Roller making the bottom line \$19,900. Motion seconded by Mr. Parisi.

VOTE: All ayes except for Adams who was absent; motion duly carried.

ITEM 6 Consider and Approve an appropriation of \$80,390. to the Board of Education Budget, Additional Appropriation Formula Grants from State Grant-Education Cost Sharing (ECS) Acct.No. 001-1030-050-5025 to Education Department - Additional Appropriation Formula Grants Acct. No. 001-8500-800-7011. Motion made by Mrs. Papale and seconded by Mr. Bradley.

Mr. Killen stated that this was kicked around last time and he would not vote for it and that was the reason he asked that it be left on the regular agenda.

Mr. Parisi asked Mr. Killen what his reasons were.

(Mr. Adams arrived at 7:30 p.m.)

Mr. Killen stated that because of the amount of money that was cut from the education budget he did not believe that this amount should just be given to the Board budget without the council going over some of the other items and deciding where it might best be used. Mrs. Papale stated that this was decided two weeks ago.

Mr. Zandri asked if it wasn't discussed that we earmark it for the ball fields.

Mr. Killen answered that that was where the board of ed wanted it earmarked for and the council went along with it with the exception of Mr. Bradley & himself and Mr. Doherty had already abstained.

Mr. Parisi asked how would we know if it was used for fields and Mrs. Papale replied that they would have to come back to the council.

Mr. Zandri asked if it could be transferred with a stipulation and was told no.

Mr. Holmes stated that if the council wanted to make sure the money was going for the fields then we should hold the money and when the Board brot the bills to the council to pay for the work on the fields then the council would release that amount of money.

Mr. Zandri stated that that would be a problem because they can't spend money unless they have it in their hands so it's a Catch 22 situation. Put yourself in their shoes - if you didn't have the money in your hands you'd be kind of foolish to spend the money and hope you were going to agree to it at a later date.

Town Attorney Adam Mantzaris stated that once the money is given to the Board of Education you cannot dictate how it is spent any more than you can their budget and that goes for any Board of Education.

Mrs. Papale read the motion that was made at the last meeting: Motion was made by Mrs. Papale to approve a motion stating that the Town of Wallingford intends to appropriate to the Board of Education budget funds received on Education Grants in excess of revenues currently budgeted as such funds are received from the State of Conn. to operate the athletic fields at both high schools. This was seconded by Mr. Adams. That was the way the motion was and we voted. Mrs. Papale wished to comment that before election all candidates stated that if they were elected they would like to see better communication between the departments , now the election is over and already we are saying how can we trust the Board of Education? Mrs. Papale stated the council should go along with the vote taken a few weeks ago and start trying to have better communication.

Mr. Parisi stated that this is not a matter of communication or trust - that this is a matter of dollars - we stipulated a use and we would like to know the money is going to be used for that.

Nrs. Papale stated that this was stated in the motion and Mr. Parisi stated that still there was no guarantee. Right now we are talking dollars and how we want them spend and that the public has spoken out on how they want them spent also.

Mr. PARISI ASKED THE CHAIRMAN IF THERE is any mechanism to ensure that this money is used for what we requested. Mr. Killen answered that the Town Attorney said we have no control over it per se.

Mr. Solinsky stated that we had already agreed to do this in this way and if we had any reservations then we should have put the work out to bid ourselves and paid for it.

Ms. Jeanne Holmes, a member of the audience, stated that she felt that this council should take a long hard look at spending \$300,000. plus just on athletic fields- the boards budget has been consistently cut for programs which are needed within the system and not one dime of this money, which is found money, is being used for education, it's being used for fields, and if there ever was an area where a task force or a committee should be formed to look at how the town and the board of education can together do something about the fields in this town at a lot less cost, using town facilities and town workers, and putting some of this found money into educational programs such as middle school language programs before throwing it into the ground.



VOTE: Adams, Holmes, Papale, Solinsky and Zandri, Aye;  
Bradley, Parisi and Killen, Nay: Doherty, Abstained. Motion duly carried.

ITEM 7d Consider and Approve Budget amendments to increase Contribution in Aide and Capital additions by \$500,000 and \$1,000,000. Water Division.

(1) a Transfer of \$500,000. from Contribution in Aide, Acct. No. 271-002 to Systems from Developers Acct. No. 344-090. Motion made by Mrs. Papale and seconded by Mr. Adams.

Mr. Doherty asked Mr. Dann to explain basically in particular where this money is being given as far as the developers are concerned. Is this for 68 where they're developing along 91?

Mr. Dann stated that this is a series of projects and to correct what may be a misconception this is not specifically a dollar contribution - in other words there are no funds being contributed to us. This is a contribution of system improvements done by various developers as part of their projects - if they install water mains, or sewer main drains, hydrants, pump stations, whatever is required as part of their projects is subsequently turned over to the town for our ownership and operation - so what this is in actuality is a way to acknowledge that we have received those items from the developers and also acknowledge it for purposes of depreciation.

Mr. Doherty asked if there wasn't some sort of an agreement between the developers - Midwood and Chalet Susse, Belle-Mead and one or more to do some sort of an improvement to the pumping station.

Mr. Dann stated that was correct - it was an agreement among those four developers to construct a new pump station in order to service both the existing system, but specifically to be able to provide service for those four developers - for their properties - that work is in progress so this would not acknowledge that work.

Mr. Doherty asked if a developer who is committed to that such as Belle-Mead who haven't started their own work, are they still contributing to this?

Mr. Dann stated they are committed through an agreement to contribute to the cost of the station - in fact they have contributed in cash their portion.

VOTE: unanimous ayes; motion duly carried.

ITEM 7d (2) Consider and Approve a budget amendment of \$1,000,000. Increase Title: Contribution in Aide, Acct. No. 300-005, the amount of \$1,000,000. Increase Title: Capital from Contributions, Acct. No. 132-090. Motion made by Mrs. Papale and seconded by Mr. Adams.

No questions.

VOTE: unanimous ayes; motion duly carried.

Mr. Killen asked Mr. Dann if the two transfers to fund sick leave was for a job split between the two departments because the amount is exactly the same.

Mr. Dann replied that the person is charged to both divisions.

PUBLIC QUESTION AND ANSWER PERIOD

Carolyn Massoni, 41 Hillsvie Road asked if Chairman Gee had presented the Council with a complete set of Rules of Procedure as requested three weeks ago. Mr. Killen stated he had not received any. Mrs. Massoni then asked Mr. Doherty if the Council had received a satisfactory decision regarding his problem of voting on the budget, from the Board of Ethics. Mr. Doherty stated he had not received anything since the Town Attorney advised them they had worded it incorrectly. Mr. Doherty also stated he did not vote on the Education budget, only the Town budget, but he has never received anything indicating whether or not he can vote on the Town budget. Mrs. Massoni stated that some time ago she sent a letter requesting the resignation of all Board of Ethics members to the Town Council, the Mayor, and the Town Attorney. She stated this letter was never acknowledged and wants to know why. Mr. Killen answered that not all correspondence is acknowledged or answered, and furthermore it's up to the Board of Ethics if they wish to resign. Mrs. Massoni stated that the Board of Ethics has been acting very irresponsibly and should be investigated. Also that the Chairman of the Board of Ethics should immediately file a copy of their Rules of Procedure.

Mrs. Massoni also asked the Council why they feel they need a full time Civil Service classified secretary when the council only holds two meetings a month. Mr. Killen stated that it hadn't been voted on yet but was on this evening's agenda. Mrs. Massoni stated she felt a part time 19 hour employee should suffice. She also stated that the Charter states that the Town Clerk is the Clerk of the Council. Mr. Killen reminded Mrs. Massoni that at one time she denied it and it depends on what side of the coin she is on. Mrs. Massoni stated that she always claimed that the Town Clerk is the Clerk of the Council and responsible for the minutes. Mr. Killen stated that it all depends upon the interpretation of the Charter: is the Town Clerk responsible for keeping the minutes or for transcribing them - this is not spelled out in the Charter.

Tim Cronin, 47 South Ridgeland Road asked if the Council approved a bond issue for portable classrooms, can they tell the Board of Education exactly where to put the classrooms? Mr. Killen stated he would have to defer to the Town Attorney, but his own impression is that the Board of Ed would have to come before the Council and specify where they want them and then the bond issue would spell out the dollars. The Mayor stated that a building committee would control the acquisition or construction and when they are ready for use they will be turned over to the Board of Ed.

Walt Sawallich, Jr., 100 Jobs Road, stated he was under the impression that we already had an ordinance regarding leaf accumulation on public streets but he noticed that this evening the council was to set a hearing for just such an ordinance; he went on to say that he favors such an ordinance because people in the older sections of Town push so many leaves into the streets that two trucks can't pass; the leaves are piled so high they are over the hood of the trucks and you don't even know if there are kids playing in the leaves.

Mr. Killen stated that that is one of the reasons for considering the ordinance.

Mrs. Jeanne Holmes, MacNabola Lane, asked to have someone explain to her the Department of Law that is going to be put in place, how it's going to be put in place, how we are going to pay for it, what additions are going to be made, if there is going to be a cap on outside services per hour as far as outside attorneys if they're needed, and where we are going to get it out of the budget.

Town Attorney Adam Mantzaris stated that the full time attorney would be hired under the rules of the classified service; he would not recommend that there be a cap put on what's needed for outside legal services, and he did not believe that was part of the charter revision.

Mrs. Papale asked about hourly rates - attorneys charge anywhere from \$90.00 per hour to \$300. plus per hour.

Mr. Mantzaris stated that we've been paying about \$125. per hour, but that it depends upon the expertise involved what kind of an hourly rate you are going to be paying - he doesn't see how you can really cap it and provide, if it's necessary, a particular kind of legal service for the benefit of the Town.

Mrs. Papale asked if it was over \$2000.00 would it go out to bid?

Mr. Mantzaris stated the he has been coming before the Council when it is anticipated that a particular legal service will exceed the \$2000. Charter limit. That's been in effect for a little while. As far as the other parts of the question he stated he could not answer them at this time - there would have to be some budget moves when the full time attorney comes on board and perhaps salary adjustments for the present part time attorneys, but he could not answer the questions specifically at this time. As it goes along, all these things are going to have to be brought before the council for approval and there will be knowledge and notice and participation by any interested citizen or other department people as well.

Mrs. Papale asked Mr. Killen if she understood from reading that the Department of Law will have an oversee Town Attorney, a full time Corporation Counsel in addition to what we have now and there will be part time people as well?

Mr. Killen answered that the full time Corporation Counsel will be a salaried man, there will be the so-called part time man who really runs the office, and if there is necessary help for the full time man that will also be included.

Mrs. Papale asked if in addition to that there will be a full time person who will be the administrative head? Is the Town Attorney and the Corporation Counsel one and the same person?

Mr. Killen stated that the Town Attorney would be someone like Adam in a part time position and someone hired full time would be the Corporation Counsel, but Adam would be the boss over the Corporation Counsel.

Mrs. Papale asked if in addition to that you would have at least one or more assistant corporation counsels? Mr. Killen stated if money is funded - anything in the charter is contingent upon money being funded.

Mrs. Papale asked if there would be a Public Hearing on the amount of money to be spent on this?

Mr. Killen stated that the Charter Revision has been accepted and when the department of law comes forth with a request any one can stand up and question it. There will just be a public hearing at budget time.

Mrs. Papale asked if this is going to be put into effect at budget time?

Mr. Killen stated that the Charter goes into effect on Jan. 1st and Mr. Mantzaris said he didn't think the department would be ready to implement the changes by Jan. 1st. and he didn't think it has to be by Jan. 1st.

Mr. Adams commented that he had been somewhat responsible for getting a committee together to look into the feasibility of getting a full time town attorney; that the Town of Wallingford has over a hundred million dollar operation and the main objective was to ensure that the Town has at least one full time person representing it. We would also continue with the two part time people as well. One of the concerns was to make sure that there was always someone available to represent the Town and also to make sure that we avoided some of the conflicts of interest that could result when we had attorneys who not only represented the Town but residents as well; and we felt that it was a move in the right direction to have full representation of at least one person representing the Town on a full time basis.

Mr. Bradley asked if someone could research to see if there is a leaf ordinance, and if there is, could we start enforcing it.

Mr. Killen stated he asked for research before he requested that the Ordinance be drafted, that he had researched it himself and could not come up with anything.

ITEM 10 Mrs. Papale made a motion to move up Item 10. Seconded by Mr. Holmes.

VOTE: unanimous ayes; motion duly carried.

Mrs. Papale moved to Consider and Approve a Waiver of Bid to upgrade the Electric Division's current computer system. Motion seconded by Mr. Bradley.

Mrs. Papale read the following letter dated Nov. 1, 1989, sent to the Wallingford Town Council: Ladies and Gentlemen, Attached is information about the Data Processing system used by the Wallingford Electric Division. The Electric Division's Data Processing Department provides data processing services to a number of Town departments, including the Police Department, Tax Assessor, Registrar of Voters, Mayor's Office, Water/Waste Water, and, of course, the Electric Division. This data processing system is the one on which our billing is accomplished. The history of the current B1995 system, and the utility it provides to the Division and community as a whole is attached.

This is to request a Waiver of Bid to upgrade the Division's current B1995 to a Unisys "A" series computer. This upgrade was planned in the Five Year Capital Budget, and a proposal from the Unisys Corporation allows us to move forward expeditiously, while minimizing financial impact. It is important to note that we are requesting the upgrade and no finances, in that no payment will be necessary until the 1990 - 1991 fiscal year. The Five Year Capital Budget for the Electric Division reflects the cost of this computer, and acting now will produce significant cost savings and have a positive impact on the Division's operational efficiency.

With regards, William D. Barry, General Manager.

Bill Barry introduced Trudy Brady, Manager of the Data Processing Dept. and Ron Reed, a Consultant in the data processing field.

Bill Barry stated that he recognized the sensitivity of the issue but he felt he had to do his job. The data processing dept. of the Electric Division provides data processing services to general government. Somewhere between 50 & 60% of the resource in the data processing dept. is devoted to electric division, the remaining 40% or so is devoted to general government. The system on which we do our billing, collect our revenue, that's the most important function that it serves to us - it does work for the Police Dept., the Assessors, the Registrar of Voters, and we do various & sundry other work for you all during campaigns. We asked for an upgrade to protect a large portion of our investment. Some number of years ago a decision was made to go with the Unisys data processing system - we feel that all the periforal equipment we have throughout this building - printers, tape drives, terminals, allof those kind of things, including the existing software, serves us well. Our problem is in the Central Processing unit, so that's why we asked for an upgrade. I think it's safe to say, that we are not asking for "leading edge technology" - I'm not asking to go out and buy a computer that was just invented yesterday. This is tried and true technology.

Mrs. Brady stated that the town has had a long association with Unisys corporation. In 1978 we purchased a V-1855. It had a half a meg for main memory, two users and eight terminals; the town grew; our system grew; today we have service to seven departments, over 35 terminals and we now have two mega main memory. At this point in our history we are maxed out - we do not have any more main memory available to our users - we cannot add any more terminals to the line without sacrificing speed and causing inconvenience to our users. For this reason we are requesting that we can upgrade to an A series; we would now add 12 times the amount of main memory; we would be able to add more terminals to the line; we would be better able to serve our users. Again, we would be protecting our investment in hardware, software and personnel and experience. Our B service has served us well but it's time to move on - as the Town grows, our users needs grow, technology grows, we too must grow, and therefore we're asking to acquire this piece of equipment.

Mr. Bradley asked Mr. Barry why he wished to waive the bid.

Mr. Barry answered that he had not originally proposed to waive the bid but to propose it as an upgrade. Mr. Barry stated he did not feel the investment could be protected if this went out to bid.

Mr. Bradley mentioned the five-year capital plan that Mr. Barry had presented to the counsel and asked that the section be shown him.

Mr. Barry answered that in the five-year projected budget, in 1991 under equipment, there's \$350,000 in 90-91 and \$250,000 in 91-92 and that's what the money is for.

Mr. Bradley stated that for those of you who want to look at that, that's under a category of General Plant, furniture and equipment, and is projected out 1991-92.

Mr. Barry was asked whether he had any written specifications under which he was looking as far as an upgrde, and answered "no" that they did not go out with any type of specification what so all., and that they had not looked at anything but that particular system.

It was stated that the reason to retain the UNISYS system was to maintain compatibility with the existing peripheral system and Mr. Barry answered yes, that the calculations done by Trudy would not have to be replaced, in addition to the training and the transition from one system to another.

The estimated cost is \$378,000.00 all inclusive. No financial impact during the present fiscal year would be seen, according to Mr. Barry, and no financial responsibility would be faced until the beginning of the 1990-91 fiscal year.

The fact that we would have the box in place and begin to use it before having to pay for it would enhance our investment; but if we were to go with an outside concern, we would lose that. The software alone would cost and a minimum of 33-40 weeks of training alone would cost approximately \$1,500.00/week, and the fact that the people would not be productive during that time-frame would add to the cost. The wiring in the building was estimated at \$15,000-\$20,000; so a considerable amount of money could be saved by staying with the incumbent vendor.

Mr. Bradley stated that we would be going from a 2 meg system to a 24 meg system, and it was answered that that was correct, and he asked for justification on that since memory was the most cost-expensive item.

Mr. Barry answered that they had tried not to build a system that was so big but did have room for growth and additional users if the town continued its growth at the present rate. He stated that when all the elements of risk had been balanced, weighing a smaller system versus this the UNISYS system was recommended.

Trudy answered the question as to whether there was a system between the two meg and the 24 meg which would be applicable to the needs of the Town. She answered a great deal more overhead and memory were needed to change to a data-base technology.

Mr. Bradley asked again what the cost differential would be between the 24 meg system and a 14/16 meg system, and asked to see the numbers along with the anticipated growth. It was explained that the smaller system (12 meg) was approx. \$20,000 but limiting - not a large cost savings if limiting.

Mr. Bradley asked whether we were making this "cheaper, better, faster" by going with the system now being proposed. Mr. Barry answered yes, he felt and could prove they were making it better and faster and felt it would make it cheaper but that was difficult to prove.

Mr. Bradley asked for the problems on line that would justify an up-grade.

It was answered that the main memory was not up-graded adequately to provide the Town Assessor with the information needed in this revaluation. More terminals could not be added to provide other users with desired information.

The system response time is too slow; main memory cannot handle all of the on-line needed. Mr. Barry explained the problems associated with installation of an up-graded system. He stated the Electric Division would be moved from batch to interactive process.

Mr. Barry further stated he felt the \$378,000 was the maximum cost impact to convert the system. A discussion followed relative to user needs and any additional costs to them.

Mr. Holmes asked Mr. Barry whether he was dealing directly with UNISYS and Mr. Barry answered yes, that UNISYS has a branch devoted to utilities and municipal government and that they were dealing with them directly.

Mr. Zandri asked whether there was only one vendor to whom the Electric Division could go to and Mr. Barry stated only UNISYS Corporation was the only vendor from whom they could purchase UNISYS equipment. He further stated that that was not to say other computers could not do the job, but as had been lengthy discussed, he felt this system was the most cost effective, in terms of utilizing existing equipment.

Mr. Zandri confirmed there were no plans to expand software on the system, but to simply expand the memory on the system. Mr. Barry confirmed.

Mr. Bradley said he would have liked to know the cost of the systems in-between (2 meg vs. 24 meg) and asked whether Mr. Barry had met with the purchasing agent involved. Mr. Barry answered they had met yesterday and that this had been cleared thru his office.

Mr. Solinsky questioned why equipment added in 88-89 was already depreciated for 89-90? Mr. Barry responded that the CPU was purchased in 1985 and was depreciated over five years. Trudy also responded that some of the more recently purchased disc drives had not been written off; it was mainly the CPU itself. Mr. Barry stated that the piece discussed now was the only piece that would be fully depreciated at the end of this FY.

When asked how many new components would be added under this plan, it was answered that the main thing would be the Central Processing Unit, probably a tape drive with it. The existing annual maintenance cost of \$37,000.00 would drop to \$13,000.00 with a new system whereas the older system takes more work to maintain. The cost is a set price - preventive maintenance - and will increase since the system is no longer produced.

Mr. Barry was asked whether he had talked to all the user departments on the issue of price increases and said he had talked about the issue but had not come up with a formula with regard to their annual fee. The increases would not be exorbitant since part of a utility's mission is to provide service to the community that supports it. Forty percent (40%) of the cost of providing data processing is not now collected and that would not change.

Mr. Solinsky asked Mr. Barry whether there were any departments that did not need any expansion in their department. Mr. Barry stated he hesitated to speak for other departments but felt the Assessor had a need, as did the Police Department. Whether significant expansion is needed he did not know; what he knew was that the system needed up-grading based on the way it currently runs.

Mr. Solinsky asked whether other departments had been calling on the Electric Division to expand the system and Mr. Barry answered yes, that they had received much support from the user departments, particularly the assessor, tax department, the police department (alho they are happy with the services now provided), the water and wastewater department.

Mr. Solinsky questioned the disc storage of the new system and it was answered that the 89 number, currently 1.6 megabyte - approximately half of the 1.6 number would be maintained of old disc storage and eight new disc drives in-build with the new processor, the size of the disc space would be increased approximately 3/4 times over the size now. ( 4 x 1.6).

Mrs. Papale stated, based on what had been presented, that a significant investment was already made in the UNISYS system and she could not understand why the Town should not capitalize on the investment, rather than to start all over. She asked whether figures could/had been given as to the difference (starting over vs. keeping the system).

Mr. Barry answered that the value of the investment to be protected was something over \$400,000.00 and the intangible figure of the amount that the people who work everyday with the system have in this system.

Mr. Barry was asked whether the Assessor could use the system in its entirety for their revaluation or would they have to seek help elsewhere. Mr. Barry stated they would probably have to receive help elsewhere in that it was doubtful the system could be up and ready timely enough to be available to the Assessor in four months, almost impossible, but the system used (by the Assessor) would be compatible with the system being proposed this evening.

Mr. Barry confirmed that only those departments now using the system had been approached on the question of up-grading. He mentioned the other prior user had been the Fire Department who were not memory intensive and had gone to a networked PC system, maybe independent, and that they were not users now.

Mr. Killen spoke in general terms about the town's long-range plans, whether or not they were being asked to consider buying a "pig in a poke" and that the Town Council was getting along with part-time help and less than modern equipment.

Mr. Barry reflected on the fact that he felt this up-grade system was necessary for his department to do better than just "get by".



Mr. Bradley asked the projected life of this system and Mr. Barry answered that the average in the business was five years, altho he hoped to get a longer life. A benefit to this system was that memory boards could be added so a change such as now required would not be necessary, so hopefully it could go longer than the anticipated five/six years.

Mr. Bradley requestioned the maintenance costs, previously discussed, of approximately \$37,000.00 but Mr. Barry re-stated the first year's cost of the up-graded system would be approx. \$13,000.00.

It was also discussed whether other departments would be able to access this computer and was answered that not as readily as would like, but with the new system, access would be much more accessible.

The Mayor stated that the other users were not pushing the Electric Division to improve their data processing system but all were pleased with the idea. Water & Sewer may go off the divisions computer in another year and the Police Department may want to go in another direction also. He also asked for a break-down of the cost of the \$387,000.00.

Mr. Barry answered that about \$250,000 was hardware; some minimal software costs and most of the remaining cost is associated with the progression of the current application to the new system.

The Mayor asked whether by progression, this meant the training and Mr. Barry explained it would mean moving the data from the existing CPU to the new CPU and while compatible, it nonetheless had to be moved.

Mr. Dickinson stated that in laymen's terms the difference then between the \$387,000 and the \$250,000 would be the programming of the new system and Mr. Barry confirmed.

Mr. Doherty stated he was now confused that the two biggest users (Police and Water/Sewer) may be going off the system and they still felt they needed 24 megs.

The Electric Division responded that this was not an actuality and even if these users went off the system it would be 2-3 years. The Assessor and Tax Collector had looked around and seemed happy with the system as it is.

Mr. Bradley asked why we don't know the Police Department's plan and the Mayor responded that this department was not at the point at which the Electric was now. He stated that he felt the Town should look to every way, if we go ahead with the UNISYS system, to making it compatible with other departments for their uses.

Trudy answered that some programs may not be available on the UNISYS but that there was probably a variety that could run on the UNISYS as far as the Police went. They would have to investigate that.

Mr. Barry was asked what long-term commitment he'd like to see from other department users, a five-year contract to stay on the system. He stated that three departments had committed to the system; there was a medium 3 year term commitment from Water & Wastewater; and Mr. Barry promised to find some kind of software system compatible with the system to please other departments (i.e. Police) - if possible.

Mr. Bradley questioned whether the Town had a back-up site available for disaster recovery and Trudy stated that Hamden has been used previously but they no longer had the system, so the Town was not committed and they had no back-up site.

Mr. Bradley asked whether there was a back-up recovery plan and was answered no; Mr. Barry explained there was off-site tape storage but no DR contract with a vendor specific to the activity.

Mr. Barry stated the existing system was owned, not a lease, and the new would be a purchase. There did not appear to be any third party vendors for the main frame.

Mr. Bradley asked for a justification of the real memory needs. He agreed an up-grade was needed but was questioning the size of the up-grade actually needed. Trudy stated that this was the size system being recommended for the size of the Town since there were six or seven different applications.

Mr. Solinsky asked the time frame of installing this system and Mr. Barry conceivably thought the actual equipment could arrive right after the first of the year, then moving over would begin. It would probably not be ready for the start of revaluation in March.

Mr. Killen asked for remarks from Department Heads.

Roger Dann, Water & Sewer spoke to clarify his position on this. He stated his department was happy with the Electric Division's services but that Water & Sewer was currently in the process of bidding a computer system for their own offices to do the accounting functions and some of the other functions not currently on the Electric Division's computer, and as part of that are exploring the option of coming off the Electric and onto their own system. Considering the costs, he stated they would probably prefer to stay on the Electric Division's system; it transfers the headaches onto their shoulders. But to clarify, Water & Sewer would prefer to stay with the Electric provided it would not be, dollar for dollar, a bad business decision.

Tim Cronin, 47 South Ridgeland Road, asked whether this was the first time the Council was hearing this, and that they were ready to spend \$387,000.00 of taxpayer money and hoped they (Council) were not ready to vote on this tonight. He stated the Council a few months previous had put the Dog Pound for \$7,000.00 thru hell whereas now they were talking a maximum price. He requested they demand it go out to bid.

It was asked whether there was any trade-in value for the old system. Trudy stated that UNISYS would not give value for the old system but what the Town would do would be to put it out on a reverse bid, as always, to see who would offer the most for it as used equipment and then they would accept that offer.

Mr. Holmes asked Mr. Barry if the Council held the action for two weeks to get additional answers to some of the questions raised this evening, would this have much of a negative impact.

Mr. Holmes made the Motion to Table till the next meeting and was seconded by Mr. Adams.

VOTE: Adams, Papale and Zandri voted no; all other ayes; motion duly carried.

Mr. Bradley stated he would put his questions in writing for Mr. Barry and Mrs. Papale suggested that anyone having questions should put them to either Mr. Barry or Trudy by the end of the week.

Mr. Zandri suggested that if there were so many questions to be put to Mr. Barry why didn't they settle the questions right this evening so they all were aware of the questions.

ADDENDUM ITEM Consider and Approve a Budget Amendment of \$241,000.00 to Furnace and Boiler Work at Pierce Plant. (To Acct. 512-2)

Mrs. Papale moved to move up the addendum; seconded by Mr. Bradley.

VOTE: Mr. Zandri voted no; all other ayes; motion duly carried.

Mr. Barry introduced Mr. Peter Vollemans, Superintendent of the Pierce Station.

Mrs. Papale made the motion for amendment from Electric Division budget in the amount of \$241,000 from Net Income account to Furnace and Boilers. Mrs. Papale then read a letter from Mr. Barry dated November 7, 1989, requesting the transfer. She indicated that this transfer request was to come from Retained Earnings but has been changed to come from Net Income. Motion was seconded by Mr. Bradley. (Letter attached.)

Mr. Zandri asked whether this was work supposed to be done prior to this time and was just put off? Mr. Barry responded that it wasn't put off; at the time there was no superintendent at Pierce Station, only the eight operating personnel, there was noone there to do it.

Mr. Barry confirmed that this was part of the original dollar amount; it just had not been expended. It's money from previous years that didn't get spent.

Mr. Zandri asked whether this work was put into this year's budget and Mr. Barry explained that it was intentionally not put into this year's budget.

Mr. Zandri asked why, if this work was anticipated, why was it not budgeted this year?

Mr. Barry stated that it was intended to build on work that should have been done in previous years but wasn't. Having met with Mr. Meyers and others to discuss this, and based on the fact that the \$665,000.00 would go unspent, they made the decision to do this way. The money was collected in 88-89 from the rate payers but was not spent. Mr. Barry said he didn't feel it right to collect the money two times.

Mr. Killen pointed out that if this motion was defeated this evening, then Mr. Barry's proposal to move the money would go down the drain. Mr. Barry recognized this but stated that at the time of the Budget Workshop, this matter was discussed and Mr. Barry stated at that time he'd be before the Council to make this request. Mr. Barry offered to prepare a budget that would carry over from year to year if that's what the Council wanted.

Mr. Zandri stated that utilities seem to have the luxury of having a lump retained earnings sitting there where any time in the course of the year they can transfer that other departments in the Town don't have. Another department couldn't do this and that's the point Mr. Zandri was trying to make.

Mr. Bradley asked Mr. Barry how this money was to be spent, whether this was to be an overhaul of the generators? Mr. Barry stated no, that the basic philosophy for Pierce Station was to not spend capital monies to extend the useful life of the Pierce boilers, to just get buy, 3 or 4 years on the generators; the turbo units, the power plant as a whole, the building as a whole they're trying to extend the useful life of that as they go with the generation expansion project and go into combined cycle.

VOTE: Unanimous ayes; motion duly carried.

ITEM 17 Consider and Approve Appointment to fill Vacancy on Board Of Education to fill unexpired term.

Mrs. Papale made a motion to move up Item 17; seconded by Mr. Adams. All ayes; motion duly carried.

Mr. Killen next read a letter from Suzanne Wright expressing her interest in the position on the Board of Education vacant until January. Mr. Killen explained this term was an interim vacancy and would end January 8, 1990.

VOTE: All ayes; motion duly carried.

Mrs. Papale asked Mr. Killen whether Mrs. Wright needed to be sworn in and Mr. Killen answered that she would have to be sworn in and Mr. Killen requested a Motion to Waive the Waiting Period. Mr. Parisi so moved; seconded by Mr. Adams.

VOTE: All ayes; motion duly carried.

Mrs. Wright was sworn in by Town Clerk Kathryn Wall.

ITEM 9 Presentation by Wallingford Recycling Committee.

Mrs. Papale moved to hear the Presentation by the Wallingford Recycling Committee; seconded by Mr. Adams.

Mario Tolla, Chairman, spoke on behalf of the Committee. The Committee was charged in March, 1989, to investigate options and ways to institute a plan for recycling for the Town of Wallingford. Mr. Tolla read a letter from the committee to the Town Council, as attached.

Mr. Tolla felt that the most important thing now is that the town appoint or hire a Recycling Coordinator.

Mr. Bradley asked Mr. Tolla, in reference to the Committee's recommendation that Wallingford begin to collect State mandated recyclables immediately, what the Committee envisioned there.

Mr. Tolla answered that at the present perhaps a volunteer basis could be done, then as an Ordinance is drawn up, have it become mandated. Perhaps the Boy Scouts or other town organizations could become involved. Connecticut has the bottle bill which could be an incentive for groups to become involved, maybe take the money for the redemption.

Mr. Bradley questioned what would be the most cost effective way of doing it for the Town; a local transfer station, a local Intermediate Processing Center, or a Regional Center.

Mr. Tolla stated he was not certain going it along was the answer but perhaps other towns could go in with the Town which might very well be done on land in town - perhaps the approximately five acres not given to the CRRA.

Mr. Tolla explained that the Regional IPC would not take the waste oil, storage batteries, scrap metal, leaves. The only items going would be the metal food and glass food containers and newspaper. Mr. Tolla also stated that plastic should not be left out of a recycling program and while the State hasn't mandated it, it will no doubt be coming.

The State has available a model Ordinance and Mr. Tolla stated he felt the Town Ordinance Committee should be the place to go to draw up the Ordinance but that the Recycling Committee would help if they could, but would not be able to come up with the Ordinance.

Mr. Zandri asked whether the Committee had any cost per ton of what it cost the Rhode Island Plant to operate but Mr. Tolla did not have the figures. Mr. Zandri stated he felt the key to the entire project would be to determine the cost per ton of the recyclables to operate the facility to see whether it would be effective to have a local facility. One of the problems is that if there's no facility to ship to, one can have all the mandates. Mr. Zandri stated he thought the problem was going in the wrong direction; first, we needed the facilities to ship to, rather than pile up all the recyclables.

Mr. Doherty asked what other towns had done in terms of hiring or appointing a Recycling Coordinator. Did they go outside or appoint someone already in a position, such as the Planning Coordinator?

The Committee answered that they were not certain in what direction the Council had wanted them to go; that we do have the three options (RIPC, IPC, transfer station) but it would be primary to go in whatever direction with the help of a Recycling Coordinator.

The Committee had sent reports to the Council on information gathered at all the facilities visited. Mr. Walt Sawallich, committee member, discussed the difficulty in coming up with a cut and dried figure of the cost of operating a plant, due to so many variables.

Mr. Zandri stated contracts would still be necessary to remove the cardboard, as an example, and there is no guarantee that those one year contract amounts would remain the same, and the tipping fees would have to change accordingly. Mr. Sawallich reiterated the difficulty to project cost of operation.

Mr. Killen interrupted to ask for any concrete comments. Mr. Williams, Vice Chairman of the Recycling Committee, asked that the Council give them ideas and direction in what to do. Mr. Williams felt the Town needed a full time person who could go out and get the figures needed, the committee was not prepared to do that. Mr. Killen stated that the Council was looking for a direction in which to go but could not proceed with dollar amounts unavailable.

Mr. Tolla addressed Mr. Doherty's question of where Coordinators come from and asked Don Roe to answer. Mr. Roe believed State funds were available for certain State-approved approaches, generally a regional approach.

The Mayor stated he expected the cost to recycle to be equivalent to other types of disposal with no marked difference. He felt it was necessary to develop a concrete proposal and then to move on it, that the Council would not be able to develop a consensus without having a concrete proposal before them.

Mr. Roe discussed Recycling Coordinators in the region and he stated communities had either hired on a part or full time basis new people, or had used existing staff. Cheshire is now considering a part-time person or sharing a part time person with another community. He said it was more common to hire new staff. The policing of the system would depend on what the collection system was; if publically collected than it would be policed by public works forces. If trash isn't being properly separated than it wouldn't be picked up. With a private hauler, if the trash contains a certain amount of recyclable items, than they wouldn't be allowed to dump at that facility.

Mr. Tolla stated the committee had met with the haulers and felt the local haulers were in good shape for compartmentalizing the trash. Mr. Sawallich felt a twice a week trash collection system was easily adaptable to one day recyclable and the other the ordinary trash. The collection shouldn't be a major problem; enforcing it was perhaps another.

Mr. Tolla thought the more communities involved, the cheaper it would be. He mentioned that CRRA was thinking of establishing an interim facility at their present site. Again the Committee advocated beginning with a coordinator to begin the program.

The Mayor stated he was convinced that the next step had to be a proposal, with the help of those people already involved. He was not certain that a coordinator was the first step - but felt with various departments and the committee's work, the Town should move forward on this. An ordinance in place would take six weeks to be effective, so it would probably be 2-3 months to have an ordinance in place.

Mr. Killen stated it was another necessity to find the market for using the recyclables. The Mayor stated that if the Town embarked on a voluntary program, consistent and constant supervision would be required.

Mr. Doherty suggested pursuing the Regional Recycling since the cost savings and State funds were in that area.

Mr. Zandri wanted to pursue this on a Town basis rather than go with CRRA and lose control as in the incinerator.

Edward Musso, 56 Dibble Edge Road, said he'd concentrate on CRRA, Ogden Martin, to get a better idea on how to recycle, what to recycle, and meet with other facilities to learn what they're doing. He felt the Recycling Committee had just confused the issue.

Mr. Killen spoke on behalf of the Committee.

Mr. Williams discussed the Greenwich voluntary recycling system and stated the committee was impressed with the operation they were running. This might be a consideration.

Mr. Killen thanked the Committee on behalf of the Council and said he looked forward to Mr. Zandri's stating he would have something for the Council on the next meeting.

ITEM 11 Consider and approve a Waiver of Bid and Approve a Solicitation of Proposals for the Hiring of a Consultant to Operate the Rental Rehabilitation Program, required by the State Department of Housing Small Cities Block Grant.

Mrs. Papale moved; seconded by Mr. Solinsky.

Mr. Roe summarized his letter to Mayor Dickinson dated November 8, 1989, attached. He explained his meetings with DOH and his concerns. The most complex part is the rehabilitation program having many rules and regulations. The other conclusions were that the \$130,986 award was only worth it if there was to be full funding in Year two. An alternative to Town staff administering the program, originally WCI was to administer, was to hire a consultant to operate the rental rehabilitation program.

Originally envisioned, the program would have been administered thru the WCI offices but the decreased funds make it impossible for WCI to operate the rehabilitation program. What that does is allow only two options: to try to administer in-house (building department, program planning, comptroller) or to seek to find a consultant/organization who would run the program.

Mr. Roe asked that the bid to seek to solicit proposals from consultants/organizations to operate the Housing Rehabilitation Program from start to finish within the allocated amounts within DOH and Small Cities Guidelines be waived so that the Town can go out to test the marketplace to see what can be found.

Mr. Roe explained that they would be looking for a consultant/organization to be responsible for the myriad compliance requirements.

Mrs. Papale moved to Waive the bid; seconded by Mr. Solinsky.

Mr. Roe was asked whether WCI's backing out as administrator on the bid jeopardized the application. He answered that they had met with the State and no, it did not jeopardize the grant.

The Mayor explained that WCI would have had to go out to hire someone and being a small organization the reduced funds would not have supported this.

Mr. Roe did not feel it was cost feasible to try to administer this program in-house. He stated a part-time bookkeeper, part-time clerical and rehab specialist would need to be added to administer from within.

Mr. Bradley recommended that we should look to Town staff first. Mr. Roe adamantly stated they did not have the staff to do this.

Mr. Holmes questioned how certain was Mr. Roe that Year two funds would come thru?

Mr. Roe stated that they would want to be very certain of that; the certainty comes from the fact that the States funding them as a comprehensive grant. The State would run afowl of Federal rules and regulations if the funding is only provided for one year or one component or one program., so what this does is to provide them with certainty that in Year two an allocation will be provided that covers more than just one component. He didn't know whether they would be willing to represent the level, the \$400,000.00.

Mr. Holmes asked what the \$130,000 would buy us? How much of that would be diverted to administrative costs? Mr. Roe believed between 12 and 15%, depending on what's allowable. Mr. Roe stated that he was not a rental rehab expert and did not know what costs within a rental rehab program are considered allowable against administrative category or the program or whatever. That's one of the advantages of looking outside in the marketplace. The Town has not been in this business; it has never done a housing rehabilitation grant.

Mr. Holmes said the rest of the money would be allowed for a housing rehabilitation program and asked how that would work. Mr. Roe explained that one approach was a grant approach and the other was a loan approach to owners of rental units who would agree to set aside of those units for income eligible residents for a five year period. A target area was developed based on socio-economic and door-to door survey to document that we were eligible for the grant. A considerable amount of work has already been done, so basically we're asking to go to the marketplace to see if there's an outfit out there who can do the job for us.

Mr. Solinsky moved the question; seconded by Mr. Adams



A question from the floor was posed as to what exactly was this Rental Rehabilitation Program. The Mayor explained that it was a program to allow owners of property in the railroad station area to rehabilitate with State funds as long as they would put in some funds. It's a grant program using State and Federal money. Any proposed change would have to be approved by Planning & Zoning first, so typically it's for existing apartments or zone permitting apartments. Currently there's no zone for affordable housing that's being worked on by a committee; all this does is to allow the repair of existing housing stock and it requires a certain percentage be available or lower income residents but many of the guidelines have to be met.

Mr. Musso asked whether a real estate agent in town could administer it for some fee but the Mayor answered no, the paperwork must be submitted on a form they require and this requires some expertise.

VOTE: Mr. Bradley voted no; all others voted aye; motion duly carried.

ITEM 13 Consider and approve a request for one-day use of the Old Yalesville Volunteer Fire Station by the Christadelphian Church.

Mrs. Papale motioned and read the letter from the church to the Mayor dated November 8, 1989, attached.

The question was raised as to whether the request was posed from an individual or for the Church and The Mayor said that could be confirmed.

Mr. Parisi asked the Mayor whether there was someone in there now. The Mayor said it was being used by the Recreation Department Theatre group. The Mayor proposed to let them use it and to forget any charge.

Mr. Bradley inquired as to any liability and whether or not we were covered and the Mayor said he thought they would be covered the same as they would be for any activity held on public property, that this wouldn't be any different.

Mr. Zandri voiced his concern in terms of the liability also and stated he didn't realize someone was using it now. The Mayor wasn't aware of any problems there and said the Town would have to look at it after the Second Stage group leaves to make certain it's in suitable condition.

Mr. Killen asked the Mayor to check whether an insurance for the church's property next door might cover this and the Mayor said they could see about that.

VOTE: Mr. Holmes was absent; all others voted aye; motion duly carried.

ITEM 15 Set a Public Hearing on an Ordinance Regarding Leaf Accumulation on Public Streets.

Mrs. Papale moved for a Public Hearing on November 28, 7:45; seconded by Mr. Parisi.

VOTE: Mr. Holmes was absent; all others voted aye; motion duly carried.

ITEM 18 Consider and Approve Job Specifications for Full-time Council Secretary.

Mrs. Papale moved; seconded by Mr. Parisi. Mr. Killen passed out the Job Specifications for the position.

Mr. Bradley commented on some of the wording under General Statement of Duties. A discussion followed relative to this. Mr. Killen stated that the secretary would be working in the Town Clerk's office when not working for the Council, and this would have to be defined.

The Mayor asked whether Mr. Killen had gone over the specifications with Mr. Seadale and Mr. Killen said no, he was waiting for some feedback from the Council.

Mrs. Papale asked what Council committee meetings would be required that the secretary attend and Mr. Killen stated Ordinance, or special committee, or investigative meetings. The Council has been hampered by the lack of having had a secretary.

Mrs. Papale mentioned that she felt it was important that at budget time the secretary realize that. An overtime situation might come up at some point during the year.

The Mayor stated that at the time of the budget hearings the person just wouldn't be in the office during the day and Mr. Killen reiterated that that person should be made aware of this in advance, that this was not a normal secretarial position.

Town Clerk Wall said she could be able to switch on and off with the Council Secretary during budget time if she/he needed a night off.

Mr. Solinsky asked if someone could explain under experience and training the "in lieu thereof". The six years experience was discussed and decided to change that to two years experience.

Carolyn Massoni offered her suggestions on the position, inquiring whether the position was to be classified and also suggesting the use of two part time employees working nineteen hours each.

The Mayor thought it would be classified. Mr. Killen read from the Charter as to exempt employees "other officers appointed by the Town Council." The Mayor stated he didn't feel the position could be considered an officer but you could debate whether or not you're appointing someone. The Mayor stated he thought it might be a good situation to have two people, but Mr. Killen stated that could present some difficult situations. Mr. Killen agreed to talk with some of the people in surrounding towns to see what job requirements they had for their similar positions.

Mr. Killen stated this would be put back on the agenda for a future date. Motion to table was made by Mrs. Papale and seconded by Mr. Parisi.

VOTE: Mr. Holmes was absent; all others voted aye; motion duly carried.

ITEM 19 Consider Adoption of Resolution Regarding Board of Education Budget Transfers.

Mrs Papale made the motion: Mr. Adams seconded.

Mrs. Papale asked that since this was requested by Councilman Parisi, she would like him to read it.

Mr. Parisi read the attached Resolution.

He explained that this was prompted by the New Fairfield Board of Selectmen. This was modified from theirs to fit our form of government.

Mr. Killen asked Mr. Parisi to explain what was meant by "any unexpended or uncontracted- for portion of any appropriation..." and Mr. Paissi stated he interpreted this as line by line control. Mr. Killen was questioning the legality of the language of it and if it would perform. Mr. Parisi stated he was looking for control of their unexpended monies to be turned over to the Town, to find approval from the Town Council the way other departments do.

Mrs. Papale asked whether this was for educational work or business in the business office. Mr. Parisi said it was within their budget, in the overall budget. Before they could transfer any line items they would have to come to the Town Council.

Mr. Bradley asked if that was the same wording as in the New Fairfield ordinance and was answered it's basically the same.

Mr. Adams asked Eva Lamothe if all the departments of government, including the Board of Education, audited on a yearly basis? Ms. Lamothe answered yes it is, and has the same auditors as does the Town (Bobitsky & Birney) and everything has to be in line.

Mr. Adams also stated that every three years a more thorough audit is done, not only looking at the figures, but procedures as well. Also, 40% or more of our town's education budget comes from Federal and State funds. The reason the State statutes have given control to other than local government is because they didn't want those people to control education in itself. We have State laws which govern education. When I hear of a town like New Fairfield or any other town trying to control the spending of another part of the State or an extension of the State, even though some of the funds come from local, it makes me wonder why we have a Board of Education. I find it hard to understand why there are some people who feel they have to control every penny that is expended. I wouldn't mind if they were trained with that expertise but I find it hard to swallow that some people are going to make decisions based on other than experience in what they're judging from. I could never vote for something like this.

Mr. Parisi stated that he'd recently read where the State Legislature is finally going to review the effectiveness of binding arbitration. Many municipalities had asked for that for many, many years. I would prefer to just have everybody vote without belaboring the discussion.

Mr. Solinsky asked Mr. Parisi whether a newspaper article he'd read indicating Mr. Parisi was only interested in the business control side of the education system and Mr. Parisi answered he didn't say that, the reporter was not very accurate.

Mrs. Papale wondered whether any other towns besides New Fairfield had proposed this and Mr. Parisi did not know. Is the idea of this just to get the attention of the State.

**VOTE:** Mr. Adams voted no; Mr. Doherty abstained; Mr. Holmes was absent; all others voted aye; motion carried.

A.J. Nammoum, Board of Education, wished to speak to the issue just voted upon. He came to the meeting with some positive suggestions which may improve the situation. He asked that the Council recognize that the Board and the education department approve transfers on a case by case basis. He stated he would almost concede that some of the purchasing practices of the Board as a whole need to be scrutinized and one thing he would encourage is an internal auditor and felt this should be something that the Town might consider, being that the Town Comptroller's office has an internal auditor within its department but the education department does not. A concrete proposal of an internal auditor under the Comptroller's Department overseeing purchases and procedures would be most appropriate and positive. He stated he knows this has the approval of the current Board but to this date no action has been taken.

Mr. Doherty requested Waiving Rule #5 for the purpose of presenting an item here which would involve a Scenic Road; Mr. Parisi seconded. All present voted aye.

Mr. Doherty moved that the Town Clerk begin the Application Process for the Designation of Tyler Mill Road and part of Tamarac Swamp Road as a town scenic road, and also authorize the Town Council Chairman to sign the appropriate petition on behalf of the Town.

Mr. Killen stated that he would like to see this type of item to get as much publicity as possible. Mr. Doherty said that this requires a Public Hearing and all but he just thought he'd get it started.

Mr. Solinsky questioned Mr. Doherty as to how the votes would take place since the Town is the major landholder there. Mr. Doherty thought that the Town Council could sign a vote in the name of the Town.

Town Clerk Wall explained the procedure for the petition and agreed that the town would only get the one vote. A majority of the frontage owners must sign the petition to make it applicable. At that point, you go to the Public Hearing, but as far as voting there's no voting per se cause then it goes to the Town Council.

Tyler Mill is owned mostly by the Town and would be alright but Tamarac Swamp was still being worked out since there was a problem with some of the assessment maps and Dwight Williams owns a great amount of property there, stated Ms. Wall.

It was suggested that perhaps they (the roads) be split up. The next step is setting up the Public Hearing and sending out notification to all frontage owners. Ms. Wall offered to have the maps available to the Council at their next meeting if that was their desire.

Mr. Doherty withdrew his motion; Mr. Parisi seconded. Mr. Doherty then moved that Town Clerk begin the application process for the designation of Tyler Mill Road as a Town scenic road and also authorize the Town Council Chairman to sign the appropriate petition on behalf of the Town. Mr. Parisi seconded the motion.

Mr. Musso asked whether this designation would restrict the width of the road and were there other requirements. The brook would meet the requirement of its being a scenic road. The road could be widened.

VOTE: Mr. Holmes was absent; all others voted aye; motion duly carried.

ITEM 20 Approve Town Council Minutes of October 16 and October 24, 1989.

Motion was made by Mrs. Papale to approve the Town Council Minutes of October 16, 1989; seconded by Mr. Parisi.

VOTE: Holmes absent; Mr. Killen passed; all others aye; motion duly carried.

Motion was made by Mrs. Papale, seconded by Mr. Parisi, to table the Town Council Minutes of October 24, 1989.

VOTE: Mr. Holmes absent; all other ayes; motion duly carried.

Motion to adjourn was made by Mrs. Papale, seconded by Mr. Parisi.

VOTE: Mr. Holmes absent; all other ayes; motion duly carried.

Meeting adjourned at 12:10 A.M.

Meeting recorded by Rosemary Rascati,  
Acting Secretary  
Transcribed by Rosemary Rascati and  
Ann Body

Approved: *Albert E. Killen*  
Albert E. Killen, Chairman

6-12-90  
Date

*Kathryn J. Wall*  
Kathryn J. Wall, Town Clerk

6-12-90  
Date