

TOWN COUNCIL MEETING

FEBRUARY 8, 1994

6:15 P.M.

AGENDA

NOTE STARTING TIME OF MEETING - EXECUTIVE SESSION (APPROX. 15 MIN.)

1. Roll Call and Pledge of Allegiance
2. Executive Session Pursuant to Section 1-18a(e)(1) of the CT. General Statutes with Regards to the Appointment of a Public Officer or Employee
3. Consent Agenda
 - a. Note for the Record the Appointment of the Flood & Erosion Control Board of the Town of Wallingford
 - b. Note for the Record Anniversary Increases Approved by the Mayor
 - c. Note for the Record Mayoral Transfers Approved to Date
 - d. Note for the Record Financial Reports of the Visiting Nurse Association; Wallingford Public Library and Senior Center
 - e. Consider and Approve Tax Refunds (#194-204) in the Amount of \$3,253.00 - Tax Collector
 - f. Consider and Approve Merit Increases Approved to Date
4. Items Removed from the Consent Agenda
- 5a. Consider and Approve One Appointment to the Board of Tax Review to Fill a Vacancy for a Term to Expire 1/8/96
- b. Consider and Approve One Appointment to the Board of Tax Review for a Term of Three Years to Expire 1/8/97
6. Consider and Approve a Transfer of Funds in the Amount of \$600 from Computer Acct. #001-5020-999-9903 to Laser Printer Acct. #001-5020-999-9904 - Dept. of Public Works
- 7a. Consider and Approve a Transfer of Funds in the Amount of \$2,186 from Caseworker & Clerk Wages Acct. #001-3060-100-1300 to Temporary Help Acct. #001-3060-100-1360 - Welfare Dept.
- b. Consider and Approve a Transfer of Funds in the Amount of \$999 from Overtime-Clerical Acct. #001-3060-100-1400 to Temporary Help Acct. #001-3060-100-1360 - Welfare Dept.

8. Consider and Approve a Transfer of Funds in the Amount of \$800 from Safety Clothing & Equip. Acct. #2031-400-4820 to Maintenance of Radios Acct. #2032-500-5300 - Dept. of Fire Services
9. Consider and Approve a Transfer of Funds in the Amount of \$1,000 from Maintenance of Building Acct. #2032-500-5100 to Maintenance of Equipment Acct. #2032-500-5200 - Dept. of Fire Services
10. Consider and Approve a Transfer of Funds in the Amount of \$2,000 from Contingency Reserve for Emergency Acct. #001-8050-800-3190 to Sidewalk Snow Removal Reimbursable Acct. #001-5011-999-0021 - Engineering Department
11. Consider and Approve a Resolution Authorizing the Mayor to Make Application to the State of Connecticut for a Local Match Grant Titled. "Small Business Administration Funded Tree Grant Program" in the Amount of \$25,000 for Phase III (Center Street) of the Downtown Revitalization Program
12. PUBLIC QUESTION AND ANSWER PERIOD - 7:30 P.M.
13. Report Out on the Status of the Committee to Review the Establishment of a Recreation Center/Ice Rink
14. Report Out on Progress Made to Date by the Mayor on Obtaining a New Recreation Center Building as Requested by Councilor Albert E. Killen
15. Remove From the Table the Explanation of the Comprehensive Annual Financial Report (Audit) of the Town of Wallingford for Fiscal Year Ending June 30, 1993 as Requested by Councilor Geno J. Zandri, Jr.
16. Consider and Approve Accepting the Comprehensive Annual Financial Report (Audit) of the Town of Wallingford for Fiscal Year Ending June 30, 1993
17. Consider and Approve a PILOT Phase-In Program for Sewer Use Payments for the Housing Authority's Ridgeland Road Units - Program Planner
18. Consider and Approve a Transfer of Funds in the Amount of \$11,400 from Pumping Expense Acct. #623-000 and \$6,600 from Sewer Treatment Exp. Acct. #641-000 for a Total of \$18,000 to Maint. Sewer Treat. Equipment Acct. #652-000 - Sewer Division
19. Consider and Approve a Transfer of Funds in the Amount of \$4,000 from Maint. Hydrants Acct. #677-000 to Maint. Services Acct. #675-000 - Water Division
20. Consider and Approve a Transfer of Funds in the Amount of \$4,000 from Power Purchased for Pumping Acct. #623-000 to Maint. Pumping Equipment Acct. #633-000 - Water Division

21. Consider and Approve a Transfer of Funds in the Amount of \$12,000 from Power Purchased for Pumping Acct. #623-000 to Maintenance of Wells & Springs Acct. #614-000 - Water Division
22. Consider and Approve an Appropriation of Funds in the Amount of \$11,575.00 to Increase Sick & Vacation Reserve Acct. #244-000 and to Decrease Net Income - Water Division
23. Consider and Approve a Budget Amendment in the Amount of \$11,575.00 to Increase Sick Leave Reimbursement Due Retirees Acct. #920-001 and to Decrease Net Income - Water Division
24. Consider and Approve a Transfer of Funds in the Amount of \$3,200 from Power Purchased for Pumping Acct. #623-000 to Maint. Water Treatment Equipment Acct. #652-000 - Water Division
25. Consider and Approve a Transfer of Funds in the Amount of \$2,000 from Power Purchased for Pumping Acct. #623-000 to Maint. Misc. Water Source Plant Acct. #617-000 - Water Division
26. Consider and Approve Authorizing the Town Council to Hire Outside Legal Counsel to Obtain an Opinion on CT. General State Statute #7-222 with Regards to Profits Earned by the Electric Division with Funding for Legal Counsel to be Provided from the Town Attorney's Budget as Requested by Councilor Geno J. Zandri, Jr.
27. Consider and Approve a Request for a Waiver of Bid to Award a Two Year Contract for to Adkin Printers for Microfilming of Town Land Records and Cott Systems for Computerized Indexing - Town Clerk
28. Consider and Approve Establishing a New Account Within the Town Clerk's Budget to be Titled, "Refunds"

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6:15 P.M.

A meeting of the Wallingford Town Council was held on Tuesday, February 8, 1994 in the Robert Earley Auditorium of the Wallingford Town Hall and called to Order by Chairman Thomas D. Solinsky at 6:22 P.M. All Councilors answered present to the Roll called by Town Clerk Kathryn J. Wall. Mayor William W. Dickinson, Jr.; Town Attorney Janis M. Small and Comptroller Thomas A. Myers arrived during executive session.

The Pledge of Allegiance was given to the Flag.

ITEM #2 Executive Session Pursuant to Section 1-18a(e)(1) of the CT. General Statutes with Regards to the Appointment of a Public Officer or Employee

Motion was made by Mrs. Duryea to Proceed Into Executive Session, seconded by Mr. Zandri.

Mr. Gouveia stated for the record that he felt that it was not necessary to move into executive session for the purpose of interviewing candidates for the appointments to the Board of Tax Review simply because the information given during the executive session is of a nature that could be made public. It is information pertaining to the qualifications of individuals who have expressed interest in serving on a board or commission, what they perceive their role to be, etc.

Mr. Solinsky commented that, in this instance the Council is interviewing a current member of the Board of Tax Review who is seeking re-appointment. In essence, it could be considered a review of performance which should be confidential.

Mr. Gouveia recognized the fact that it is the Council's prerogative to interview in executive or open session and he is pleased that the Council is entertaining the idea of interviewing in open session in the future.

VOTE: Gouveia, Killen and Rys, no; all others, aye; motion duly carried.

Motion was made by Mrs. Duryea to Exit the Executive Session, seconded by Mr. Knight.

VOTE: All ayes; motion duly carried.

ITEM #3 Consent Agenda

Motion was made by Mrs. Duryea to Place the Following Items on the Consent Agenda to be Approved by One Unanimous Vote of the Council:

ITEM #3a Note for the Record the Appointment of the Flood & Erosion

February 8, 1994

Control Board of the Town of Wallingford

ITEM #3b Note for the Record Anniversary Increases Approved by the Mayor to Date

ITEM #3e Consider and Approve Tax Refunds (#194-204) in the Amount of \$3,253.00 - Tax Collector

Seconded by Mr. Knight.

VOTE: All ayes; motion duly carried.

ITEM #4 Items Removed from the Consent Agenda

ITEM #3c Note for the Record Mayoral Transfers Approved to Date

Motion was made by Mrs. Duryea, seconded by Ms. Papale.

VOTE: Killen and Zandri, no; all others, aye; motion duly carried.

ITEM #3d Note for the Record Financial Reports of the Visiting Nurse Association; Wallingford Public Library and Senior Center

Motion was made by Mrs. Duryea, seconded by Mr. Knight.

Mr. Killen asked Mr. Myers, Comptroller, if an internal auditor reviews the above-mentioned reports?

Mr. Myers responded, he does, personally.

Mr. Killen was of the opinion that the reports were not clear in their method of reporting and wondered if they were reviewed by someone with an accounting background prior to being submitted to the Council?

Mr. Myers reminded Mr. Killen that the reports are submitted to the Council to be noted for the record only and not to seek the Council's approval. It is a courtesy of the agencies that they forward reports for the purpose of keeping the Council informed of their operations. Each agency has their own accounting staff and are audited annually. The Town receives a copy of their audit report as well. The Board of Directors of each agency also reviews the financial reports.

VOTE: All ayes; motion duly carried.

ITEM #3f Consider and Approve Merit Increases Approved to Date

Motion was made by Mrs. Duryea, seconded by Mr. Knight.

Mr. Killen pointed out that there was one particular merit increase that was dated September of 1993 which was now being brought forward to the Council for approval. What was the cause of the delay?

Ms. Papale explained that the increase was not approved at that time.

Mr. Killen stated that the merit increase should be approved as close

to the anniversary date as possible.

Mr. Rys asked if this increase is for one or two years?

Ms. Papale responded, one year.

Mr. Rys felt that an increase in the amount of 5% was excessive in these economic times. He asked if this position is governed by the same "step system" as other employees?

Ms. Papale responded, yes, and the position has reached its maximum step amount allowed.

Philip Wright, Sr., 160 Cedar Street was of the opinion that many of the merit increases presented for approval this evening were obscene under the conditions of the economy in this Town and in the area. One was up to \$200 per month, another was \$150 per month....there are people in the Town who have lost their jobs or are senior citizens. The Town continues to award increases as though no problems exist. There are fourteen individuals receiving increases tonight while people are losing their jobs in the community. He felt it was very unfair that the amounts of the increases are not publicized so that people will know what is going on.

VOTE: Killen, no; all others, aye; motion duly carried.

Rule V Motion was made by Mrs. Duryea to Waive Rule V of the Town Council Meeting Procedures for the Purpose of Taking Up Three Transfers, seconded by Mr. Rys.

VOTE: All ayes; motion duly carried.

Motion was made by Mrs. Duryea to Consider and Approve a Transfer of Funds in the Amount of \$10,000 from Waste Disposal & Composting Fees Acct. #001-5060-600-6540 to Overtime Acct. #001-5040-100-1400 - Dept. of Public Works

Seconded by Mr. Knight.

Mr. Zandri stated that, between the three transfers a total of \$25,000 is being transferred out of the Waste Disposal & Composting Fees Account. How can this account afford such a large withdrawal?

Mr. Edward Nyland, Superintendent of Public Works responded that the composting fees are less than anticipated at the beginning of the year, resulting in surplus fees in the account. The fees are comprised of the landfill, recycling center and senior citizens coupons.

Mr. Zandri asked that this be noted for budget workshops.

Mr. Zandri explained that he will be voting in the affirmative on these particular transfers due to the fact that they deal with what he considers to be emergency situations - maintaining the highways. He asked that this statement be noted for the record.

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VOTE: Killen, no; all others, aye: motion duly carried.

Motion was made by Mrs. Duryea to Consider and Approve a Transfer of Funds in the Amount of \$10,000 from Waste Disposal & Composting Fees Account #001-5060-600-6540 to Maintenance of Vehicles Acct. #001-5050-500-5000 - Public Works

Seconded by Mr. Rys.

VOTE: Killen, no; all others, aye: motion duly carried.

Motion was made by Mrs. Duryea to Consider and Approve a Transfer of \$5,000 from Waste Disposal & Composting Fees Account #001-5060-600-6540 to Sand Acct. #001-5040-400-4580 - Public Works

Seconded by Mr. Zappala.

VOTE: Killen, no; all others, aye: motion duly carried.

PUBLIC QUESTION AND ANSWER PERIOD

Edward Bradley, 2 Hampton Trail thanked the Council for taking his suggestion regarding the order of agenda items into consideration. He asked the Mayor for a report on the status of the Personnel Director's position.

Mayor Dickinson responded, we have a temporary appointment and there has not been a change in that status.

Mr. Bradley asked, are we looking to turn that into a director position?

Mayor Dickinson answered, there will be a selection process. The exact timing and nature of it has not been determined.

Mr. Bradley asked, we have not interviewed other candidates? Are there any?

Mayor Dickinson responded, we have not interviewed as of yet, not as yet.

Mr. Bradley asked, is this the post that Stanley Seadale vacated?

Mayor Dickinson answered, yes, that is right.

Mr. Bradley asked, Mr. Seadale retired in January of 1993?

Mayor Dickinson responded, that is correct, somewhere in that time period.

Mr. Bradley pointed out that it is one year later and we do not have a Director of Personnel.

Mayor Dickinson answered, we have an Acting Director of Personnel. We went through a selection process and as a result no one was

appointed. That process ended sometime in Spring of 1993.

Mr. Bradley asked, the current Director of Personnel is Tom Sharkey? He was appointed in March of 1993?

Mayor Dickinson responded, yes, to both questions. He added, Mr. Sharkey was appointed prior to the end of the process of seeking a new director. The exact timing he was not sure of. He would have to check the sequence of events. He was not pleased with the outcome, in total and to go out immediately again, would have resulted in an insufficient change of candidates to make it worthwhile. It is a time-consuming and costly process, whether in time or money. There must be an effort to maximize the Town's ability to have the best candidates present in any selection process.

Mr. Bradley asked, the interviewing process and selection process is performed by you (the Mayor)?

Mayor Dickinson answered, there is a written test, interview process conducted by a panel and final interview process with the Mayor. There are a minimum of three steps involved.

Mr. Bradley asked the Mayor if he considers this position an important one?

Mayor Dickinson responded, absolutely, it is one of the most important of the Town.

Mr. Bradley stated, it seems amazing that such an important position would be left open for over a year, over a year in that the Personnel Director retired in January of 1993; an Acting Director of Personnel was appointed in March of 1993 and here we are approaching March of 1994 on the Acting Director's position...why is it taking so long? He felt he has not received an adequate explanation from the Mayor.

Mayor Dickinson explained again that there is a necessity to maximize the potential for the best candidates to be present. That, certainly, is part of it. We went through a procedure to select a candidate, he did not believe that it has been a year since that procedure has ended.

Tim Reardon, Williams Road asked, can anyone supply the engineering costs and actual costs for the installation of the boiler that is not being used at Yalesville School?

Mayor Dickinson responded that Public Works should have that information. That information is available but not at the meeting, we can have it forwarded to Mr. Reardon.

Mr. Reardon stated that the Town has a \$250,000 roofing contract with Barrel Roofing of Danbury. What is the status of that contract?

Mayor Dickinson responded, the firm was directed not to go ahead with the roofing as per the request of the committee charged with the renovation of the school. We are supposed to receive an indication

from the architect what the plans for the school will be, whether it involves a change in the roof or not. The roof was put on hold. There was discussion at one or two meetings involving whether or not to go ahead with the roof. The sentiment seemed to be to await some indication from the architect and hopefully, we will soon have that.

Mr. Reardon stated that over the Martin Luther King holiday, Monday, it rained and the roof leaked constantly at the school. After that we were subjected to a week of sub-zero weather. Before the committee decides to add a story to the building, will an engineer be consulted to see if this building still has the structural integrity to hold another floor? Did the water find its way down between the block and the brick cavity? Do we have damage? There was ice on the classroom floors inside the building. We already lost an \$80,000 gymnasium floor in the building? Are we going to end up bulldozing this building under?

Mr. Solinsky responded, the Council will be holding a meeting on the use of Yalesville School pertaining to the educational needs at which the architect will have answers to those questions. He informed Mr. Reardon that on September 22, 1992 a transfer of \$154,000 was made for the installation of a new heating system and related work at Yalesville School.

Mr. Killen explained that \$144,000 was spent on the boiler.

Mr. Reardon asked, how could he obtain the exact amount of funds spent on legal fees in the Nelson Kari case? How much was spent, in total, to defend the Town's position on this case?

Mayor Dickinson responded that the figures will be compiled by the Town Attorney and forwarded to Mr. Reardon.

Mr. Reardon pointed out that the gym floor is not being repaired at Highland School yet the Town can spend a lot of money on legal fees to lose a case that we were aware we would lose from day one.

Louis Luparia, 15 Morningside Terrace stated that the majority of items on the agenda are transfers. Why not hold a quarterly meeting for transfers alone? Why isn't each department given a bottom line figure to work with of which the funds can be distributed as the department head sees fit? Why transfer from account to account?

Mayor Dickinson explained that the Charter of the Town of Wallingford specifically states that there be control over each line item in the budget and that all transfers in and out must be approved individually.

ITEM #5a Consider and Approve One Appointment to the Board of Tax Review to Fill a Vacancy for a Term to Expire 1/8/96

Motion was made by Mrs. Duryea, seconded by Mr. Rys.

Mr. Knight placed the name of Gerald Labriola, Jr. into nomination for the position, seconded by Mr. Rys.

VOTE: All ayes: motion duly carried.

Town Clerk Kathryn J. Wall performed the Swearing-In Ceremony at this time.

ITEM #5b Consider and Approve One Appointment to the Board of Tax Review for a Term of Three Years to Expire 1/8/97

Motion was made by Mrs. Duryea, seconded by Mr. Zandri.

Ms. Papale made a motion to Table This Item for Two Weeks Until it is Brought Before the Democratic Town Committee.

There was no second to Ms. Papale's motion.

Mr. Killen placed the name of Jim Loughlin into nomination for the position, seconded by Mr. Zappala.

VOTE: Rys, no; all others, aye; motion duly carried.

Motion was made by Mrs. Duryea to Waive Rule XIII. B. (2) of the Town Council Meeting Procedures (revised 1/8/94 - with regards to the submission of a letter of interest from the candidate to the Council seven (7) days prior to the meeting At which said appointment will be made) seconded by Mr. Zandri.

VOTE: All ayes: motion duly carried.

Town Clerk, Kathryn J. Wall performed the Swearing-In Ceremony at this time.

ITEM #6 Consider and Approve a Transfer of Funds in the Amount of \$600 from Computer Account #001-5020-999-9903 to Laser Printer Acct. #001-5020-999-9904 - Dept. of Public Works

Motion was made by Mrs. Duryea, seconded by Mr. Knight.

Mr. Zandri asked that it be noted for the record that he will be voting no on the transfers as a continued protest on the Mayor's veto of the Town Council Budget. At the time of the veto Mr. Zandri stated that no budget is perfect and tonight's agenda clearly emphasizes that point since ninety percent of the items on tonight's agenda are transfers. That proves the point that no budget is perfect. He wanted to remind the public of his reason for voting no on the transfers.

It was noted that two different amounts appeared in the correspondence (\$575) and on the transfer form (\$600).

Mr. Nyland explained that the department was seeking a transfer in the amount of \$600.

Mr. Gouveia amended the Motion to Establish an account titled, "Laser Printer" #001-5020-999-9904, seconded by Mr. Knight.

VOTE ON AMENDMENT: Zandri, no; all others, aye; motion duly carried.

VOTE ON TRANSFER: Killen and Zandri, no; all others, aye; motion duly carried.

ITEM #7a Consider and Approve a Transfer of Funds in the Amount of \$2,186 from Caseworker & Clerk Wages Acct. #001-3060-100-1300 to Temporary Help Acct. #001-3060-100-1360 - Welfare Dept.

Motion was made by Mrs. Duryea to Establish a New Account Titled, "Temporary Help" Acct. #001-3060-100-1360 and to Transfer \$2,186 into the Account. seconded by Mr. Gouveia.

Mr. Rys questioned whether or not this transfer is violating the Purchasing Ordinance with regards to a waiver of bid for items over \$2,000? Does this require a waiver of bid?

Mary Alice Petrucelli-Timek explained that the individual she is temporarily hiring is considered a temporary Town employee and is not a private vendor, therefore there is no need to seek a waiver of bid. She explained that the caseworker who occupied the position applied for and was awarded a full-time position with the Recreation Dept. In the meantime she was under doctor's orders to limit her employment on a short-term basis to part-time status. The Welfare Department workload requires full-time staff to maintain an efficient flow of work through the office. Ms. Petrucelli-Timek released the former employee on February 8th and is seeking funds to temporarily hire a full-time replacement until testing and interviewing for a permanent replacement is complete.

VOTE: Killen and Zandri, no; all others, aye; motion duly carried.

ITEM #7b Consider and Approve a Transfer of Funds in the Amount of \$999 from Overtime-Clerical Acct. #001-3060-100-1400 to Temporary Help Acct. #001-3060-100-1360 - Welfare Dept.

Motion was made by Mrs. Duryea, seconded by Ms. Papale.

VOTE: Killen and Zandri, no; all others, aye; motion duly carried.

ITEM #8 Consider and Approve a Transfer of Funds in the Amount of \$800 from Safety Clothing & Equipment Acct. #2031-400-4820 to Maintenance of Radios Acct. #2032-500-5300 - Dept. of Fire Services

Motion was made by Mrs. Duryea, seconded by Mr. Rys.

VOTE: All ayes; motion duly carried.

Mr. Zandri voted in the affirmative on this transfer due to the fact that it deals with a safety matter.

ITEM #9 Consider and Approve a Transfer of Funds in the Amount of \$1,000 from Maintenance of Building Acct #2032-500-5100 to Maintenance of Equipment Acct. #2032-500-5200 - Dept. of Fire Services

Motion was made by Mrs. Duryea, seconded by Mr. Rys.

Mr. Gouveia does not favor transferring funds out of a maintenance of buildings account.

VOTE: Killen. no; all others. aye; motion duly carried.

ITEM #10 Consider and Approve a Transfer of Funds in the Amount of \$2,000 from Contingency Reserve for Emergency Acct. #001-8050-800-3190 to Sidewalk Snow Removal Reimbursable Acct. #001-5011-999-0021 - Engineering Department

Motion was made by Mrs. Duryea, seconded by Ms. Papale.

Mr. Rys asked, who performs the actual inspection of sidewalks?

Joel Cassista, Construction Inspector, Engineering Department explained that an ordinance is in effect (ordinance #366 - Sidewalk Ordinance) which specifies, upon complaint to the Police Department an officer shall be dispatched to determine whether or not the sidewalk has been cleared sufficiently. If not, the property owner will be cited. A copy of that citation is given to Mr. Cassista with a recorded time of issuance. Mr. Cassista will go out and check the site no earlier than four hours after the issuance of the citation. If the sidewalk has not be cleared then he is required to have the obstruction removed. He hires a contractor to do so. This year over 102 summonses have been issued. Thirty sidewalks have been cleared by a contractor. Mr. Cassista has not billed and paid the total amount of expense that he has incurred to this point. The total as of Friday, February 4, 1994 is \$5,175.

Mr. Rys asked, what is the rate of collection of fines for the citations? Do we recover a good portion of the money that is expended clearing the sidewalks?

Mr. Cassista responded, no.

Mr. Rys asked, what is the Town's recourse?

Mayor Dickinson stated, everyone is urged to clear their sidewalks. If tonight's storm ends sometime during the night, it is the responsibility of the property owner to clear their sidewalk by 11:00 a.m. the next day. If the sidewalk is not cleared and a complaint is received, the Police Department dispatches an officer to issue a citation. If the sidewalk is not cleared within four hours following the citation the Town has the right to hire a contractor to do so. With sub-zero temperatures the removal of the snow and/or ice may require the use of heavy equipment, resulting in a substantial cost. It becomes more difficult to collect a sum of \$200 for removal of snow vs. \$25 when there is no heavy equipment used. The circumstances cannot be generalized. There is a concerted effort and need to see that sidewalks are cleared. Everyone has a responsibility to do that. It is a priority for public safety that the property owners clear their sidewalks.

Mr. Zandri pointed out that the ordinance allows for a lien to be placed on the property.

Mayor Dickinson stated that it cannot be done without first obtaining a pre-judgement remedy. That requires authorization from a judge to do so. If that process is justified for such a small amount of a lien is questionable.

Mr. Cassista stated that one year ago the Town Attorney did review the actual expense associated with recovering a \$97 bill for clearing a sidewalk. It added up to \$250-300 to place a lien of \$97 against the property.

Mayor Dickinson pointed out that it does not mean that the Town is not willing to do that.

Mr. Zandri asked if the attorney's fees are collectible?

Mayor Dickinson responded, if it is allowed by State Statute.

Mr. Zandri did not feel it was fair to the taxpayers to pick up the tab for clearing the sidewalks for those residents violating the ordinance.

Mr. Knight referred to Mr. Cassista's correspondence which states that many violators readily admit that they never clear their sidewalks and agreed with Mr. Zandri that it is not fair that the taxpayers pick up the tab for those people. It is time that they are taken to task regardless of whether or not the Town makes out financially. He was of the opinion, from his experience in traveling through town, that the majority of the violators are landlords or property owners who are absent from residing on the property.

Mr. Cassista has encountered entire neighborhoods who have admitted to never clearing their sidewalks and are puzzled as to why they are being cited now. Unless a complaint is received through the Police Department there is no way to know who is violating the ordinance.

After much discussion on this issue it was the consensus of the Council that a procedure be instituted for the purpose of recovering expenses incurred by the Town for snow removal from sidewalks of property owners violating the sidewalk ordinance.

Mr. Cassista stated that his office has been working and will continue to do so with the Town Attorney to devise a system which will work.

Mr. Zappala inquired as to how a charge is established for snow removal?

Mr. Cassista explained that the work was placed out to bid on a square foot basis.

Mr. Zappala informed the Council of an instance where one of his neighbors was unable to perform the work himself and was unsuccessful in finding a vendor to do the work for him. The sidewalk was cleared by the Town and he was subsequently billed \$125.00. He felt that amount was excessive.

Mr. Cassista explained that the Town utilizes a contractor who is under contract with the Board of Education. That individual uses the State's rental rates as guidelines for equipment, pick-up trucks, payloaders, laborers, etc. They are very good rates. When calculating the size of an average sidewalk, crew and equipment necessary to clear the snow, it averaged out to \$.36 per square foot as opposed to the one bid response received of \$1.25 per square foot. It has been an unusual year.

Mr. Killen asked, how much has been billed to date this year?

Mr. Cassista responded, \$4,588. An additional \$500+ will be billed next week.

Phil Wright, Sr., felt that the ordinance was flawed. If you do not have a good rapport with your neighbor he may report you if your sidewalks are not cleared. He asked, why is this under the purview of the Engineering Department and not Public Works?

Mr. Cassista responded, he is a construction inspector which is different from a sidewalk inspector, yet, it has fallen under his department.

Mr. Zandri stated that the ordinance is not flawed, it clearly states that the members of the Police Department must report all violations of section A and B to the sidewalk inspector. The ordinance makes the Police Department, not the neighbors, responsible for identifying the violators.

Mayor Dickinson stated that part of the problem is lack of cooperation, part is weather conditions. If the weather is severe enough and we experience multiple storms and very low temperatures, the impact on the public is a major one. At that time you are not under the same set of rules that you may have been in looking at this in isolation.

VOTE: Killen, no; all others, aye; motion duly carried.

The Chair declared a five minute recess.

ITEM #11 Consider and Approve a Resolution Authorizing the Mayor to Make Application to the State of Connecticut for a Local Match Grant Titled, "Small Business Administration Funded Tree Grant Program" in the Amount of \$25,000 for Phase III (Center Street) of the Downtown Revitalization Program

Motion was made by Mrs. Duryea, seconded by Mr. Rys.

Don Roe, Program Planner stated that we should receive an answer by summer on this grant.

Mrs. Duryea asked if the Town is ready to proceed into Phase III, Center Street, this budget session?

Mr. Roe responded that the, in analyzing the project, it was

recognized that the tree program can be started outside of the Phase III project. That is not to say that it is not important to have the complete project through design so that the location of the trees can be determined. A conceptual drawing and plan along with a budget estimate is ready for the design stage of the project in order to prepare specifications and ready the project for bidding.

Mayor Dickinson stated that a presentation to the Council on the proposed design should be the first step by Wallingford Center Inc. and then the details can be worked out from there.

Mr. Killen made a motion to amend the Resolution to Include, "Such sum not to exceed \$25,000" following the words, "Business Administration" at the end of the first paragraph of the resolution. Seconded by Mrs. Duryea.

VOTE ON AMENDMENT: All ayes; motion duly carried.

VOTE ON RESOLUTION AS AMENDED: All ayes; motion duly carried.

ITEM #13 Withdrawn

ITEM #17 Motion was made by Ms. Papale to Move Agenda Item #17 Up to the Next Order of Business, seconded by Mr. Zappala.

VOTE: All ayes; motion duly carried.

ITEM #17 Consider and Approve a PILOT Phase-In Program for Sewer Use Payments for the Housing Authority's Ridgeland Road Units - Program Planner

Motion was made by Mrs. Duryea, seconded by Ms. Papale.

Under State Statute a Housing Authority is exempt from both property taxes and sewer use charges but is subject to a PILOT payment based on a percentage of shelter rent. The Town, in order to comply with user charge requirements of the federal and state government, then provides a payment to the Sewer Division utilizing funds received through the PILOT mechanism. The approach for establishing a proportionate charge is the one that has been accepted by the Department of Environmental Protection (DEP).

Mr. Gouveia asked, is 12.5% the maximum percentage of the combined total of taxes and sewer use charges that can be collected as a PILOT payment?

Mr. Roe explained, that is the maximum amount allowed under State Statute.

Edward Bradley, 2 Hampton Trail asked, what was the purpose of the program?

Mr. Roe answered, the Housing Authority is interested in trying to establish project reserves in the event that there are emergencies or a need for repairs. Instead of taking the 12.5% up front it will be

phased in over a period of time.

Mr. Bradley asked if this has been done on any other projects?

Mr. Roe answered, it was done for the moderate rental projects that the Housing Authority oversees. Up until 1984 the State was making the PILOT payment to the Town on behalf of the Housing Authority. They stopped making that payment when the Housing Authority no longer had debt service to cover.

Mr. Killen amended the motion that the PILOT Phase-In Program be Approved as Spelled Out in a Letter Dated February 2, 1994 to Mayor Dickinson from Don Roe as Part of the Council's Cover Letter for Item #17 and that Item #17 be Appended to the Minutes of the Meeting, seconded by Mrs. Duryea.

VOTE: All ayes; motion duly carried.

ITEM #14 Report Out on the Progress Made to Date by the Mayor on Obtaining a New Recreation Center Building as Requested by Councilor Albert E. Killen

Motion was made by Mrs. Duryea, seconded by Mr. Killen.

Mayor Dickinson stated that there has been no formal response from the Town's offer for 6 Fairfield Blvd. The stated price is \$1,075,000, and remains at that. They are not interested in the Town's offer. He asked the Council to think about whether or not the Town should continue to pursue the purchase of the property.

Philip Wright, Sr., 160 Cedar Street expressed his discontent with the property in question and vowed to make a lot of noise if other options are not explored.

No Action Taken.

ITEM #15 Remove from the Table the Explanation of the Comprehensive Annual Financial Report (Audit) for the Fiscal Year Ending June 30, 1993 as Requested by Councilor Geno J. Zandri, Jr.

VOTE TO REMOVE FROM THE TABLE: Knight and Rys, no; all others, aye; motion duly carried.

Mr. Zandri stated that he wanted to review some of the figures with the public since the item was discussed at a late hour during the last Council meeting. He wanted everyone to understand exactly where we stand, financially, in this Town.

We have the following funds in reserve:

\$ 3.6 million	Aa Credit Rating
1.7 million	One years payment - Capital & Non-Recurring Fund
3.5 million	Offset one month's Electrical Billing Obligation to NEU
1.5 million	Offset three month's Water Div. Operating Budget Expenses
1 million	Three Month's Sewer Division Operating Budget Expenses

After all those dollars are set aside in the reserve accounts we have approximately \$15 million in Town Unappropriated Fund Balance. These dollars are available for town use.

Mr. Solinsky asked Mr. Myers if Mr. Zandri was correct in his presentation?

Mr. Myers responded, yes, they are accurate.

Mr. Killen referred to Page #13 of the Audit which states that Municipal Ordinance #61 enacted by the Town Council April 10, 1964 created the Reserve Fund for Capital and Non-Recurring Expenditures restricted to finance capital and non-recurring improvements exclusive of ordinary repairs or maintenance. In turning to Page #14 the tabulation exhibits capital improvements financed by the capital and non-recurring fund for the twelve (12) year period 1982-1994.

Mr. Killen pointed out that during the twelve year period \$10,275,000 was designated for Roadway, Bridge and Storm Drainage; \$462,500 for Recreation and \$1,479,000 for Other. There are much needed projects being ignored when we should be budgeting for them each year at a time to accomplish some of them. The Board of Education requested a minimum of \$13 million for school expansion and it has never appeared in the capital & non-recurring budget. We know that we have needs for recreation, further needs for Public Works, the Fire Department has definite needs, they do not appear in this fund. He asked, are you telling me that the department heads are not requesting these items at budget time?

Mr. Myers responded that the requests do not come through the budget as requests, no.

Mayor Dickinson responded that the capital and non-recurring fund cannot possibly fund all of the projects. We are able to finance \$800,000 to \$1 million per year in new expenditures. That amount of money is not going to cover many of the.....a total of all of the projects mentioned cannot possibly be put in that fund in one year. Secondly, a lot of the school projects do not show up there because of

the reimbursement program with the State. They have been funded separately through bond ordinances. We keep a separate accounting for the school system.

Mr. Killen responded that it is understandable that all of these projects cannot be placed in the capital and non-recurring fund in one year. That is precisely what the fund is for, to allocate different projects over different years. There is no plan. There is no reason why Community Pool funds could not have been designated for this account and funded a little bit each year. All this time was wasted. We could have been earning more dollars for the project.

Mayor Dickinson answered. we have a five year plan and projects anticipated five years out are identified in the capital and non-recurring covering the amount of money available on a yearly expenditure. The five year plan does identify what projects will be done for the next five years.

Mr. Killen pointed out again that over a twelve year period only \$2 million has been designated for other projects. There certainly has been a lot more projects than that over time and they would all have fit in this plan but they weren't put there. There was no plan, in other words. Things were done but they weren't planned.

Mayor Dickinson responded. some of planning is managing your resources which have to be carefully accounted for to last over a number of years. It is easy to spend everything in one year and then wonder what happened. The job of management is to see that you are in a good position over a number of years. We cannot do all the projects immediately. We have, on a regular basis, addressed projects and moved forward on a number of fronts. We can continue to do that.

Mr. Killen pointed out that over the next few years the only projects identified in the capital & non-recurring plan is bridges, roads and culverts. We know there are other projects that need to be done. He resented the fact that the surplus funds are sacred and cannot be used for much needed projects. He is being taxed to pay for things that he may never get to see accomplished or may be addressed long after he has moved away from the community.

Mayor Dickinson reminded the Council that the Town is funding two major projects. Water & Sewer Treatment Plants which involve significant issuance of debt which is paid over a number of years. Our financing scheme has addressed several approaches that, in part, vary according to the size of the project, type of revenue expected and the nature of the bond market. Mr. Myers has performed an excellent job of managing the resources of the Town, investing as well as planning when to bond, when to use cash, and through difficult times we have maintained a good position. It is one thing to talk about revenues and how we can spend money but we must also be conscious of what debt we have and what exposures and vulnerability we have with regards to revenue collection on that debt.

Mayor Dickinson stated that the report must meet standards and guidelines that are not set by the Town but by independent authorities. That is important for businesses, citizens, credit agencies, State of CT, to be able to view this report and compare our financial situation with anyone else who must comply with the same standards.

Phil Wright, Sr., 160 Cedar Street stated that the "same old hash" appears in the report. The verbiage remains the same each year. Why not just print the figures that have changed? He urged the public to obtain a copy of the audit and study it to see how their money is being spent. He referred to Page #44, Vacation and Sick Pay Liability which totals \$4,000,000+. One year ago it was \$3.6 million; two years ago \$3.2 million and three years ago it was only \$2.8 million. He stressed that this is an area that requires close scrutiny. He was appalled at the raises that the Town is giving while people are out of work.

Dave Canto, 4 Meadows Edge Drive stated, as a degreed accountant he wanted to clarify a few misconceptions. One is that an accountant is a financial reporter, not a policy maker. He commended Mr. Myers for the detailed presentation of the audit report at the last meeting. In his opinion the audit report is an excellent, above-average comprehensive review of the Town. He felt it was unfair for Mr. Myers to have been subjected to the amount of interrogation on the report that he did. Mr. Myers only reports the numbers and does not make the policy. That needs to be pointed out. If this report did not comply with the many different standards that it is required to meet it would result in a tremendous cost to the Town in many ways. For instance, when issuing bonds the Town would be paying a much higher interest on those bonds if this report did not comply with those standards. He pointed out that an audit is not a guarantee. There is no guarantee that every number in this book is 100% accurate. If it was the audit would be so expensive the Town could not afford to do it. He referred to Page #32 which shows a budgetary surplus of \$2.8 million. In actual dollars and cents the Town lost money, \$1.279 million, to be exact. That means we lost less money than we thought we were going to lose and that is why a budgetary surplus is reflected.

Ed Bradley, 2 Hampton Trail also commended Mr. Myers for a fine job on the audit. He was pleased to see more people obtaining copies and trying to understand it. With regards to the reserves, yes, some of it has been obtained through winning legal cases, some through revenues of the Electric Division but, for the most part, all the reserves comes from the budgetary and taxation process. Every year taxes go up. It does not take a genius to raise taxes to create reserves, it is very easy to do. The hard part is, how do you manage the resources? The management makes the decisions on how the money is spent and what it is spent on. He was concerned because while we sit here with \$15 million in surplus funds we continue to have buildings that are deteriorating, roofs that are leaking, Yalesville School in its present condition, etc. We could be doing so much more with proper planning. We need the teamwork of the Council and Mayor to accomplish goals.

Mr. Bradley pointed out that the Town continues to maintain 5% or \$3.5 million in reserve for our Aa credit rating. He feels that it is not necessary to keep that large an amount in reserve. In comparison to Manchester, which is comparable to Wallingford in many ways, particularly their general fund from a dollar standpoint, they maintain 2.35% or \$1.7 million in their undesignated fund for credit rating. Wallingford, in 1990 maintained 5% or \$3.1 million. Yes, we do need money on hand to guarantee a good credit rating but how much? Is this too much? With the amount of reserves we have on hand is it necessary to set aside so much to guarantee a Aa credit rating? He would like to have a representative from Wall Street visit the Council at a meeting to discuss this issue.

Mr. Killen stated that he forwarded a copy of an article which appeared in the Hartford Courant regarding Cheshire's audit report. Cheshire set aside less than 3% (\$698,343) in their available fund balance vs. Wallingford's 5% (\$3.5 million) and they were still upgraded from A1 to Aa by Moody's Investor Service due to the fact that the town is well-managed and not financially volatile. The lower reserve amount was considered acceptable. He also pointed out that Wallingford's Pension Fund is now 97% funded vs. 90% funded last year. We are going to continue to tax the people to fund a pension unnecessarily.

Mr. Myers felt that there remained some important issues in the audit report that have yet to be covered and should be addressed at the next Council meeting, one being the Trust & Agency Funds, the Pension Fund is one of those, to look at the funding status of that plan and discuss it. The other issue is the debt position of the Town.

Mr. Solinsky felt that it should be addressed at another meeting since so much information has been presented this evening for everyone to digest and review.

ITEM #16 Consider and Approve Accepting the Comprehensive Annual Financial Report (Audit) for the Town of Wallingford for Fiscal Year Ending June 30, 1993.

Motion was made by Mrs. Duryea, seconded by Ms. Papale.

VOTE: All ayes; motion duly carried.

ITEM #18 Consider and Approve a Transfer of Funds in the Amount of \$11,400 from Pumping Expense Acct. #623-000 and \$6,600 from Sewer Treatment Expense Acct. #641-000 for a Total of \$18,000 to Maint. Sewer Treatment Equipment Acct. #652-000 - Sewer Division

Motion was made by Mrs. Duryea, seconded by Ms. Papale.

Mr. Killen asked, why are the funds encumbered.

Roger Dann, General Manager of the Water & Sewer Division explained that it is a difference in the way in which the division utilizes the numbers internally for management purposes. Management looks to encumber in accounts for those things that have a relatively high

probability of expenditure and then as the year goes on we look to adjust those encumbrances. The reason that management likes to do that is to make sure that they do not over-expend one of the other areas that are contained within that particular budget account. Such that they have cut into the needed funds necessary to cover known or reasonably expected expenditures for something such as power.

Mr. Killen argued the point that he believes by encumbering the funds there is no way of knowing that their financial house is in order. In theory Mr. Killen feels that the Council could refuse the transfer because, due to the encumbrance, technically the funds are not available. Why not unencumber the funds prior to bringing this request to the P.U.C. so that everyone knows that the funds are available for use? He is of the opinion that funds are encumbered to keep the Council from suggesting the source of funds that the transfer should be made from. He could understand encumbering funds by issuing a purchase order. He could not understand, however, encumbering funds by guessing what may or may not be needed. It is not good business.

VOTE: Killen and Zandri, no; all others, aye; motion duly carried.

ITEM #19 Consider and Approve a Transfer of Funds in the Amount of \$4,000 from Maint. Hydrants Acct. #677-000 to Maint. Services Acct. #675-000 - Water Division

Motion was made by Mrs. Duryea, seconded by Mr. Rys.

VOTE: Killen and Zandri, no; all others, aye; motion duly carried.

ITEM #20 Consider and Approve a Transfer of Funds in the Amount of \$4,000 from Power Purchased for Pumping Acct. #623-000 to Maint. Pumping Equipment Acct. #633-000 - Water Division

Motion was made by Mrs. Duryea, seconded by Mr. Rys.

Mr. Killen pointed out that a total of \$21,200 in transfers is being made out of the Power Purchased for Pumping Account this evening. The original budgeted figure must have been overestimated. Granted, it has been a wet year but each year there is more budgeted in this account when we are not expending what is appropriated.

Mr. Dann reminded Mr. Killen that the financial report that Mr. Killen is referencing is for the month ending December 1993. January 1994's report will reflect an unencumbered balance of \$38,400. He also pointed out that a number of new facilities have been brought on line over the past year. The budget for this year was prepared based on the division's best estimate utilizing horsepower, anticipated flows, etc. and we are now beginning to get a little bit of operating time in which gives reason to make adjustments.

VOTE: Killen and Zandri, no; all others, aye; motion duly carried.

ITEM #21 Consider and Approve a Transfer of Funds in the Amount of \$12,000 from Power Purchased for Pumping Acct. #623-000 to Maintenance of Wells & Springs Acct. #614-000 - Water Division

Motion was made by Mrs. Duryea, seconded by Mr. Rys.

VOTE: Killen and Zandri, no; all others, aye; motion duly carried.

ITEM #22 Consider and Approve a Transfer of Funds in the Amount of \$11,575.00 to Increase Sick & Vacation Reserve Acct. #244-000 and to Decrease Net Income - Water Division

Motion was made by Mrs. Duryea, seconded by Ms. Papale.

Ray Denison, Operating Manager, Water & Sewer Division explained that when an expense is increased in their operating budget, Net Income is decreased. In the Sources and Use of Working Capital budget of the division, it will have to be recognized that the Net Income account must be reduced by \$11,575 and offset by an influx of \$11,575 from a reserve which has been previously established for the purpose. There are two segments of the budget that has to be dealt with even though only one develops Net Income. This was an unanticipated situation and in order to accommodate it the expense account was set up. The Council is being asked to fund it.

Mr. Gouveia pointed out that the P.U.C. minutes reflect that the \$11,575 was set aside in reserves for this purpose. He was confused as to why the account is being created now if the funds were set aside in reserves?

Mr. Denison responded, the funds were set aside in prior years in a balance sheet or reserve account #244-000, Accrued Sick and Vacation. It was established specifically for that use.

Mr. Knight asked, what does the \$11,575 represent, in time, what is being paid?

Mr. Denison responded, this particular individual has ninety (90) days accrued sick time at eight (8) hours per day at a rate of \$16.06 per hour equals \$11,563.20. On the particular labor contract which this employee is hired under, you can accrue and use ninety (90) days sick time. There are variations in other contracts, however, the contract calls for payment of any unused sick time upon retirement.

Mr. Gouveia asked Mr. Dann if he plans to continue to encumber funds without the issuance of a purchase order?

Mr. Dann responded that, normally the encumbrance takes place when the purchase order is written. It, in fact, indicates to the Electric Division that a purchase order is written for electricity as well. That is the process by which the funds are encumbered. There is a difference between encumbering for a fixed purchase of a given item when you know the final dollar amount and that you will be receiving the item, the encumbrance will match the purchase price and something such as gas service, electrical service, etc., for which you are making an estimate. You are issuing a purchase order with an estimated amount and tracking the actual expenditures against the course of the year. It may make viewing their budget slightly more difficult but it is done under the intention of good management.

purposes.

Mr. Killen felt that the division should encumber only perhaps the first six months of anticipated expenditures and then revise the figure at that point.

Mr. Gouveia agreed.

Mr. Zandri felt that the line item budget is an encumbrance of expenditures for the year in that account, so to speak.

Mr. Dann reiterated, for management purposes in some cases that is desirable to make sure that you do not over-expend other components of that overall account because you have failed to properly recognize an account for other liabilities, if you will, that you will have for the remainder of the year.

VOTE: Killen and Zandri, no; all others, aye; motion duly carried.

ITEM #23 Consider and Approve a Budget Amendment in the Amount of \$11,575 to Increase Sick Leave Reimbursement Due Retirees Acct. #920-001 and to Decrease Net Income - Water Division

Motion was made by Mrs. Duryea, seconded by Ms. Papale.

VOTE: Killen and Zandri, no; all others, aye; motion duly carried.

ITEM #24 Consider and Approve a Transfer of Funds in the Amount of \$3,200 from Power Purchased for Pumping Acct. #623-000 to Maintenance of Water Treatment Equipment Acct. #652-000 - Water Division

Motion was made by Mrs. Duryea, seconded by Mr. Knight.

VOTE: Killen and Zandri, no; all others, aye; motion duly carried.

ITEM #25 Consider and Approve a Transfer of Funds in the Amount of \$2,000 from Power Purchased for Pumping Acct. #623-000 to Maint. Misc. Water Source Plant Acct. #617-000 - Water Division

Motion was made by Mrs. Duryea, seconded by Mr. Knight.

VOTE: Killen and Zandri, no; all others, aye; motion duly carried.

ITEM #26 Consider and Approve Authorizing the Town Council to Hire Outside Legal Counsel to Obtain an Opinion on CT. General State Statute #7-222 with Regards to Profits Earned by the Electric Division with Funding for Legal Counsel to be Provided from the Town Attorney's Budget as Requested by Councilor Geno J. Zandri, Jr.

Motion was made by Mrs. Duryea, seconded by Mr. Zandri.

Mr. Zandri explained that he has discussed this item with the Town Attorney over the past two days to explain precisely what his question is and the point that he is trying to make. He feels that perhaps it is unclear what he is looking for regarding an interpretation. Attorney Small has offered to contact the firm of Silverstone & Koontz who rendered a previous opinion on the matter for further

clarification. She will be in contact with Mr. Zandri by the end of next week on this issue.

Motion was made by Mr. Zandri to Table This Item Until a Reply from the Attorney is Received, seconded by Mrs. Duryea.

VOTE: All ayes; motion duly carried.

ITEM #27 Consider and Approve a Request for a Waiver of Bid to Award a Two Year Contract to Adkin Printers for Microfilming of Town Land Records and Cott Systems for Computerized Indexing - Town Clerk

Motion was made by Mrs. Duryea, seconded by Mr. Knight.

VOTE: All ayes; motion duly carried.

ITEM #28 Consider and Approve Establishing a New Account Within the Town Clerk's Budget to be Titled, "Refunds"

Motion was made by Mrs. Duryea, seconded by Mr. Rys.

VOTE: All ayes; motion duly carried.

Motion was made by Mr. Killen to Adjourn the Meeting, seconded by Mr. Zappala.

VOTE: All ayes; motion duly carried.

There being no further business, the meeting adjourned at 10:55 P.M.

Meeting recorded and transcribed by:

Kathryn F. Milano

Kathryn F. Milano, Town Council Secretary

Approved by:

Thomas D. Solinsky
Thomas D. Solinsky, Chairman

February 22, 1994
Date

Kathryn J. Wall
Kathryn J. Wall, Town Clerk

February 22, 1994
Date



OFFICE OF THE MAYOR
TOWN OF WALLINGFORD
CONNECTICUT

WILLIAM W. DICKINSON, JR.
MAYOR

February 2, 1994

Wallingford Town Council
Wallingford, Connecticut


ATTENTION: THOMAS D. SOLINSKY, CHAIRMAN

Dear Council Members:

The following are the anniversary increases that were approved since your last Council meeting:

<u>NAME</u>	<u>DEPARTMENT</u>	<u>EFFECTIVE DATE</u>
Keller L. Copperthite	Youth Service Bureau	12/ 1/93
Philip Gootkin	Water	12/11/93
Thomas Lukowicz	Police	1/13/94
Mark D'Angelo	Public Works	3/ 2/94

Sincerely,


William W. Dickinson, Jr.
Mayor

jc

3F

TOWN OF WALLINGFORD
(ITEM FOR COUNCIL AGENDA)

TO MAYOR

FROM Iris Papale / Thomas Sokinsky

Dept. Head

1-24-94

~~9-14-93~~

Date

Please place the following merit increases on the next Council Agenda for approval only. (No transfer required)

<u>Name</u>	<u>Effective Date of Increase</u>	<u>Fiscal Year Amount</u>
M. Lamy	7-1-93	\$2,723

T Sokinsky / TRS
Iris Papale

Approved (Dept. Head)

Thomas Sokinsky 92-94
Approved Comptroller

W Dickinson
Approved (Mayor)

cc: Personnel Department

TOWN OF WALLINGFORD
(ITEM FOR COUNCIL AGENDA)

TO MAYOR

FROM John Bruce
Dept. Head

1-24-94
Date

Please place the following merit increases on the next Council Agenda for approval only. (No transfer required)

<u>Name</u>	<u>Effective Date of Increase</u>	<u>Fiscal Year Amount</u>
Jaqueline Sporbert	1-15-94	\$856

John Bruce 1-2-94
Approved Comptroller

John Bruce
Approved (Dept. Head)
W. Dickinson
Approved (Mayor)

cc: Personnel Department

TOWN OF WALLINGFORD
(ITEM FOR COUNCIL AGENDA)

TO MAYOR

FROM Henry McCully
Dept. Head

1-24-94
Date

Please place the following merit increases on the next Council Agenda for approval only. (No transfer required)

<u>Name</u>	<u>Effective Date of Increase</u>	<u>Fiscal Year Amount</u>
Edward Niland	1-7-94	\$1,248
Joseph DaCunto	1-28-94	\$822

John P. Ryan
2-2-94
Approved Comptroller

W. Dickerson
Approved (Dept. Head)
W. Dickerson
Approved (Mayor)

cc: Personnel Department

TOWN OF WALLINGFORD
(ITEM FOR COUNCIL AGENDA)

TO MAYOR

FROM Raymond Smith
Dept. Head

1-24-94
Date

Please place the following merit increases on the next Council Agenda for approval only. (No transfer required)

<u>Name</u>	<u>Effective Date of Increase</u>	<u>Fiscal Year Amount</u>
William Cominos	2-3-94	\$1,825
Thomas Sullivan	2-3-94	\$1,094
Charles Swart	1-10-94	\$968

Thomas P. [Signature] 2-2-94
Approved Comptroller

Raymond F. Smith / TRS

Approved (Dept. Head)

W. Dickinson

Approved (Mayor)

cc: Personnel Department

TOWN OF WALLINGFORD
(ITEM FOR COUNCIL AGENDA)

TO MAYOR

FROM Mayor
Dept. Head

1-24-94
Date

Please place the following merit increases on the next Council Agenda for approval only. (No transfer required)

<u>Name</u>	<u>Effective Date of Increase</u>	<u>Fiscal Year Amount</u>
Wayne Lefebvre	1-30-94	\$1,440

[Signature]
Approved Comptroller

[Signature]
Approved (Dept. Head)
[Signature]
Approved (Mayor)

cc: Personnel Department



Town of Wallingford, Connecticut

DONALD W. ROE
STATE & FEDERAL PROGRAM ADMINISTRATOR

WALLINGFORD TOWN HALL
45 SOUTH MAIN STREET
WALLINGFORD, CONNECTICUT 06492
TELEPHONE (203) 294-2060

RECEIVED
FEB 2 11:05

February 2, 1994

Mayor William W. Dickinson, Jr.
Town of Wallingford
45 South Main Street
Wallingford, Connecticut 06492

Dear Mayor Dickinson:

This office has met with representatives of the Housing Authority and Sewer Division in order to prepare a plan for PILOT payments and sewer use payments for the Ridgeland Road units now owned by the Housing Authority. The plan is modeled after the PILOT phase-in program and the sewer use proportionate charge program previously adopted by the Town for other Housing Authority properties.

As you are aware under State statute a Housing Authority is exempt from both property taxes and sewer use charges but is subject to a PILOT payment based on a percentage of shelter rent. The Town, in order to comply with user charge requirements of the federal and State government, then provides a payment to the Sewer Division utilizing funds received through the PILOT mechanism. The approach for establishing proportionate charge is the one that has been accepted by the Department of Environmental Protection (DEP).

The PILOT phase-in program for these units would mirror the one instituted for other Housing Authority moderate rental units. The purpose of the phase-in is to enable the Housing Authority to establish capital reserves for the project. The phase-in would be as follows:

1994	0%
1995	4%
1996	8%
1997	12.5%

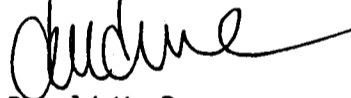
In keeping with the current schedule of PILOT payments made by the Housing Authority, this payment would be due to the Town January of each year. Thus, the Town would get the PILOT payment in January 1995 and the Sewer Division would receive from the Town a proportionate payment for sewer usage for its fiscal year 1994-95 out of that January 1995 PILOT payment.

Mayor Dickinson
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Currently, the proportionate charge for Housing Authority units is calculated by establishing a ratio between taxes on the property and sewer use charges. For other Housing Authority units the sewer use charge is 19% of the combined total of taxes and sewer use charges. Similar calculations were done for the Ridgeland Road units and resulted in the same ratio of sewer charges to taxes. Since this was the method accepted by DEP, it is recommended that the Town continue with this approach for these Housing Authority units as well. Thus, commencing fiscal year 1994-95, the Sewer Division would receive from the Town 19% of the PILOT payment collected.

I would request that this item be forwarded to the Council for their consideration and approval.

Very truly yours,



Donald W. Roe
State and Federal Program
Administrator

lmw

c: Mr. Tom Myers
Mr. Ron Chrzanowski
Mr. Steve Nere
Mr. Ray Dennison

CORRECTION TO TOWN COUNCIL MEETING MINUTES OF

FEBRUARY 22, 1994

At its meeting of March 8, 1994 the Wallingford Town Council voted to Approve and Accept the Minutes of its February 22, 1994 Town Council Meeting with the following corrections:

Page #3, Line 40

"Mr. Powell responded, approximately 5,200 copies."

stands corrected to read:

"Mr. Power responded, approximately 50 to 100 copies".

Page #13, Line 28

"150 sq. feet to arrive at 12,725 square feet...."

stands corrected to read:

"850 sq. feet to arrive at 12,725 square feet...."

With these corrections noted, the minutes were approved and accepted.

Kathryn F. Milano
Kathryn F. Milano
Town Council Secretary
March 9, 1994

RECEIVED ON FILE **MAR 9 1994**
AT 9:15 AM
ATTEST *[Signature]*
TOWN CLERK