TOWN COUNCIL MEETING
Wednesday, January 22, 2020
7:00 PM
Town Hall Rose Room
Minutes

Present: Chris Aniskovich, Carol Walter, Dennis Donovan, Mark Richards, Tim Guerra, Eric Bergman and Christine Goupil

Also present: Karl Kilduff, Town Manager

The meeting was called to order at 7:00 PM. Everyone stood for the pledge of allegiance.

VISITORS

No visitors wished to speak at this time.

APPROVAL OF MINUTES –JANUARY 08, 2019

A motion was made by C. Walter, seconded by E. Bergman to approve the minutes of January 8, 2020 as submitted. The motion carried unanimously.

APPOINTMENTS

A motion was made by M. Richards, seconded by C. Walter to appoint Mike Shove to the Fire Department Headquarters Utilization Study Committee. The motion carried unanimously.

A motion was made by E. Bergman, seconded by M. Richards to appoint Phil Williams (R) to the Economic Development Commission for a term until 6/30/2022. The motion carried unanimously.

A motion was made by M. Richards, seconded by C. Walter to appoint Tom Hollinger to the Board of Assessment Appeals from an alternate seat to a full seat for a term until November 2021. The motion carried unanimously.

A motion was made by M. Richards, seconded by T. Guerra to appoint Wes Kavanagh (U) to the Shellfish Commission for a term until 6/30/2020. The motion carried unanimously.

Town Historian

The council received a letter from the Clinton Historical Society endorsing Bob Bruch as the Town Historian. A motion was made by M. Richards, seconded by D. Donovan to appoint B. Bruch as the Town Historian. A motion was made by E. Bergman to nominate Peggy Adler. No second was made. The vote was taken on the motion to appoint B. Bruch as Town Historian. The vote was 6 in favor and 1 abstention (E. Bergman). The motion carried.
A motion was made by C. Aniskovich, seconded by D. Donovan to appoint Christine Goupil as the Central Regional Tourism District Representative. The motion carried unanimously.

A motion was made by C. Walter, seconded by T. Guerra to appoint K. Kilduff to the Eastern CT Health and Medical Cooperative. The motion carried unanimously.

AUDITOR’S REPORT & ACCEPTANCE OF THE AUDIT
Scott Bassett with RSM presented the audit and financial statement highlights of the CAFR, the Federal Single Audit, the State Single Audit and all required auditors communications. A motion was made by M. Richards, seconded by D. Donovan to accept the audit as submitted by RSM. The motion was unanimously approved.

LOWER CT RIVER VALLEY COUNCIL OF GOVERNMENTS REGIONAL PERFORMANCE INCENTIVE PROGRAM
A motion was made by C. Walter, seconded by T. Guerra to approve the Regional Performance Incentive Program Resolution of Endorsement and Authorization as presented. The motion carried unanimously.

Regional Performance Incentive (RPI) Program
Resolution of Endorsement and Authorization

The Town Council of the Town of Clinton, CT convened on January 22, 2020 and adopted a resolution by the vote of 7 to 0 which endorsed the Regional Performance Incentive Program proposals listed below, referenced in Connecticut General Statutes Section 4-124s. Applications can be downloaded at: http://www.rivercog.org/rpip.html

1. Lower CT River Valley Council of Governments Regional Parcel Service and Update
   Update of digital parcel maps in the 17-member municipalities of RiverCOG
2. State of Connecticut Municipal Boundaries Survey
   Statewide project being led by WestCOG to survey the state's municipal boundaries to
   create better digital maps statewide
3. Emergency Radio System Enhancement Project for Valley Shore PSAP and the Lower
   River Valley Council of Governments
   Upgrades to regional emergency communication system to benefit all RiverCOG
   municipalities and Colchester and Marlborough
4. Chester, Deep River and Essex Radio System Upgrades
   New radios for emergency responders in Chester, Deep River, and Essex which are
   compatible with the state emergency radio system
5. Regional Building Department Feasibility Study and Building Department Record
   Digitization Project
   Feasibility study for setting up a shared multi-town building department in the Lower
   Connecticut River Valley Region and digitalization of building department records in
In addition, the Town Council has authorized the Lower Connecticut River Valley Council of Governments to act on this endorsement by signing all necessary agreements and take all necessary actions related to this proposal to enter into a binding agreement with the Office of Policy and Management according to terms of the RPIP grant program.

**ARTS COUNCIL & CLINTON LAND TRUSTS REQUEST FOR AN EXCEPTION TO ORDINANCE 194-4A AND 194-5A REGARDING THE CONSUMPTION OF ALCOHOLIC BEVERAGES ON TOWN PROPERTY.**

The 194-6 ordinance reads as: “The Board of Selectmen may make such exception to 194-4A and 194-5A for special events as in its discretion is fitting and proper and provided that written request for such exception is made in writing at least 24 hours before the scheduled event.” The Arts Council and Clinton Land Trust is scheduled to host an event in the Green Room and are requesting an exception to the ordinance regarding consumption of alcohol. A motion was made by C. Walter, seconded by M. Richards to approve the consumption of alcohol at the Arts Council and Clinton Land Trust event under ordinance 194-6 Exceptions for Special Events. The motion carried unanimously.

**LINE ITEM TRANSFER REQUEST – PUBLIC WORKS**

A motion was made by C. Walter, seconded by M. Richards to table item 8 – Line Item Transfer Request from Public Works. The motion carried unanimously.

**FINANCE DIRECTOR – FINANCIAL REPORTS**

Finance Director Sue Cunningham distributed and reported on the monthly finance reports to include:

- Revenue report as of 12/31/2019
- Expenditure report as of 12/31/2019
- Monthly investment balances/interest income as of 12/31/2019
- Fund balance reserves and contingency analysis as of 1/22/2020

**CHAIRMAN’S REPORT**

K. Kulduff and C. Aniskovich have met with Mr. Massimo regarding a request for tax credits. Additional information needs to be submitted and reviewed prior to granting any tax credits.

The Police Pension Committee members are C. Aniskovich, M. Richards and P. Niles.

**TOWN MANAGER’S REPORT**

A copy of K. Kulduff’s report is attached to the minutes.

**TOWN COUNCIL COMMITTEE LIASON REPORTS**

The following Town Council members will be liaisons to the following boards and commissions.

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*William Stanton Memorial Town Hall, 54 East Main Street, Clinton CT 06413*
• E. Bergman - Inland Wetlands Commission and Planning & Zoning
• D. Donovan – Board of Police Commissioners
• C. Walter – Public Works Commission
• T. Guerra – Economic Development Commission
• M. Richards – Fire Department

The Board of Education liaison is on hold until the meeting date can be confirmed. Each liaison is to submit a summary of their board or commission meeting to be included in the Town Council meeting packet.

**EXECUTIVE SESSION – PERSONNEL, PURSUANT TO CGS 1-200(6)(A)**

A motion was made by M. Richards, seconded by C. Walter to move into Executive Session at 8:05 p.m. for the purpose of personnel, pursuant to CGS 1-200(6)(A), with invited guest K. Kilduff. The motion carried unanimously. A friendly amendment to the motion was made by C. Goupil, seconded by C. Walter to add with invited guest W. McDermott. The motion carried unanimously. The council came out of executive session at 8:12 PM. A motion was made by C. Goupil, seconded by D. Donovan to extend a letter of employment to Lisa DiMaria for the position of Land Use Clerk. The motion carried with a vote of 6 in favor and 1 abstention (C. Walter).

**ADJOURN**

Walter made a motion, seconded by Richards and unanimously adjourned the meeting at 8:13 PM.

Respectfully submitted,

Wendy McDermott
Clerk
TOWN MANAGER’S REPORT

TO:     Honorable Town Council Members
FROM:   Karl F. Kilduff, Town Manager
DATE:   January 22, 2020

Please find my report concerning various items of interest to the Town Council and community.

1. Council Business:
   a) **Bond Sale**: In advance of the Town’s bond sale, Standard & Poor’s affirmed the Town’s bond rating of AA+ for its long-term bonds with a stable outlook. The bond sale will take place on the morning of Wednesday, January 22. I will be able to give you a verbal update on the results of the sale at the Town Council meeting.
   b) **Natural Hazards Mitigation Plan Update**: The Town is working with the River COG and their consultant Dewberry to complete an update to the Natural Hazards Mitigation Plan. The Plan needs to be updated every 5 years and is essential to receive grant funding to address pre-disaster mitigation efforts which could reduce the risks the Town may face in the event of natural disasters. It is also required to receive FEMA assistance after a disaster. This will be an ongoing activity through the summer.
   c) **Social Media**: The Town has launched an official Facebook page (“The Town of Clinton, Connecticut”) to educate the public and increase awareness of town activities. It will serve as a bridge to the Town’s website too by connecting directly to content on the website as appropriate. Navigation of the website is the next project to be evaluated to make it easier for the public to access content on the site.
   d) **FY2020-21 Budget Preparation**: I have spent a significant amount of my time reviewing departmental budget requests for the upcoming fiscal year in advance of the budget being presented to the Council in February. The Town Manager’s Recommended Budget will be a merged document including Town expenses, Debt Service, Capital and Education.

2. Upcoming Events:
   a) January 21, 2020   Capital Expenditure Committee (5:30 p.m.)
   b) January 23, 2020   Town Manager Budget Hearings with Departments and Boards and Commissions (2:00 p.m.)
   c) January 23, 2020   Capital Expenditure Committee (5:30 p.m.)
   d) January 27, 2020   Town Manager Budget Hearings with Departments and Boards and Commissions (2:00 p.m.)
   e) January 27, 2020   Annual Joint Meeting of Boards and Commissions (6:00 p.m.)
   f) February 3, 2020   Planning & Zoning Commission Public Hearing (7:00 p.m.)
   g) February 5, 2020   Regular Town Council Meeting (8:00 a.m.)
   h) February 11, 2020   Special Town Council Meeting to Receive the Town Manager’s Recommended Budget
3. **Connecticut Conference of Municipalities:**
   a) No report. The next Legislative Committee meeting is in February.

4. **River COG:**
   a) The River COG meeting is on the morning of Wednesday, January 22. The agenda is attached.

5. **Miscellaneous:**
   a) **Union Negotiations:** Letters have been received by unions representing the Supervisors, Police and Dispatchers requesting negotiations for a successor contract. Efforts to reach new collective bargaining agreements will now move forward.
   b) **Risk Management Award:** At the end of this month, the Clinton Police Department will receive an award from the Connecticut Interlocal Risk Management Agency (CIRMA) for their efforts to reduce Workers’ Compensation exposures. CIRMA is our insurance carrier for Workers’ Compensation. The recent efforts of the Police Department help protect our employees and control insurance costs going forward.

6. **Attachments and Information Sharing:**
   a) Standard & Poor’s Bond Rating Report
   b) River COG Agenda