



Town of Groton, Connecticut

Meeting Agenda

Town Council

45 Fort Hill Road
Groton, CT 06340-4394
Town Clerk (860)441-6640
Town Manager (860)441-6630

Mayor Harry A. Watson, Councilors Kathryn M. Brown-Tracy, Bruce S. Flax, Catherine Kolnaski, Deborah B. Monteiro, Frank O'Beirne, Jr., Rita M. Schmidt, and Paulann H. Sheets

Tuesday, May 19, 2009

7:30 PM

Town Hall Annex - Community Room 1

REGULAR MEETING

I. ROLL CALL

II. SALUTE TO THE FLAG

III. RECOGNITION, AWARDS & MEMORIALS

2009-0079	Proclamation Recognizing National Arbor Day	Proclamation - TC
2009-0107	Proclamation Honoring Lenny T. Winkler	Proclamation - TC
2009-0108	Proclamation Honoring Catherine W. Cook	Proclamation - TC
2009-0113	Proclamation - Outstanding Groton Educator Hall of Fame Award	Proclamation - TC
2009-0121	Proclamation Recognizing Groton Senior Center Topping Out Day	Proclamation - TC
2009-0127	Proclamation Recognizing Groton Kids' Safety Day	Proclamation - TC

IV. RECEIPT OF CITIZENS' PETITIONS, COMMENTS AND CONCERNS

This is the portion of the Council Agenda where the Council welcomes comments from citizens. Each presentation should be limited to five (5) minutes or less, and citizens should, if possible, submit written comments. Presentations should be related to matters pertinent to Groton. Town Councilors will only ask questions in order to clarify the speaker's presentation and can respond during the Responses to Citizens' Petitions portion of the Town Council meeting. Citizens should make their presentations from the lectern and state their names and addresses for the record.

V. RESPONSES TO CITIZENS' PETITIONS, COMMENTS AND CONCERNS

VI. CONSENT CALENDAR

All matters listed under Item VI (Consent Calendar) are considered to be routine and will be enacted by one motion. No separate discussion of these items will take place, unless cause is shown prior to the time Council votes on the motion to adopt.

a. Approval of Minutes

2009-0128	Approval of Minutes (Town Council)	Resolution - Consent
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RESOLUTION ACCEPTING TOWN COUNCIL MINUTES

RESOLVED, that the minutes of the Town Council meetings of April 21, 2009 and April 28, 2009 are hereby accepted and approved.

b. Administrative Items

2009-0115	Special Trust Fund Contributions	Resolution - Consent
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RESOLUTION ACCEPTING CONTRIBUTIONS TO SPECIAL TRUST FUNDS

RESOLVED, that the Town Council hereby accepts contributions to the Town as follows:

Voodoo Grill - \$75.00 - Parks and Recreation Revolving
 John Hinkle - \$100.00 - Parks and Recreation Revolving
 George Marshall - \$100.00 - Social Services Discretionary
 Various Donations - \$45.00 - Groton Utilities Energy Assistance Program
 Bambi Poppicki - \$5.00 - Animal Shelter Miscellaneous
 Phillip Poteat - \$5.00 - Animal Shelter Miscellaneous
 Jerry Guinn - \$13.00 - Animal Shelter Miscellaneous
 James Lancaster - \$25.00 - Animal Shelter Miscellaneous
 Susan McMillin - \$250.00 - Parks and Recreation Revolving

c. Deletions from the Town Council Referral List

2008-0092	Creation of a Town Garden	Referral
2008-0294	Home Connecticut Program	Referral
2009-0076	Update of the Debt Policy and Management/Fiscal Practices	Referral
2009-0110	2010 Census	Referral
2009-0120	FYE 2009 Suspense List	Referral

VII. COMMUNICATION REPORTS (Other than Committee Reports)

- a. Town Councilors
- b. Clerk of the Representative Town Meeting
- c. Clerk of the Council
- d. Town Manager
- e. Town Attorney

VIII. COMMITTEE REPORTS

- a. Community & Cultural Development - Chairman Brown-Tracy
- b. Economic Development - Chairman Bond
- c. Education/Health & Social Services - Chairman Kolnaski
- d. Environment/Energy - Chairman Sheets
- e. Finance - Chairman Schmidt
- f. Personnel/Appointments/Rules - Chairman O'Beirne
- g. Public Safety
- h. Public Works/Recreation - Chairman Monteiro
- i. Committee of the Whole - Mayor Watson

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

2009-0076	Update of the Debt Policy and Management/Fiscal Practices	Referral
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RESOLUTION APPROVING THE TOWN OF GROTON STATEMENT OF DEBT POLICY AND

MANAGEMENT/FISCAL PRACTICES

WHEREAS, in 1993 the Town Council adopted a statement of policy concerning criteria that should be met before Town debt would be issued, and

WHEREAS, the Town's experience in issuing new debt and working with bond rating agencies in recent years has shown areas in which a new statement of debt and bonding policy, including specific criteria for fund balances, should be completed; now therefore be it

RESOLVED, that the Town Council approves the Town of Groton Debt Policy and Management/Fiscal Practices dated May 2009.

Legislative History

3/12/2009	Mayor	Referred	Town Council Committee of th
4/14/2009	Town Council Committee of the Whole	Discussed	

Director of Finance Sal Pandolfo reviewed the revisions to the document.

Councilor O'Beirne expressed concern with Item D. 2., which states that "the Town shall annually allocate, through the budget process, not less than four (4) percent of the Total General Fund Budget" to Capital Reserve. Town Manager Oefinger explained that this provision is part of an ordinance and can not be changed. Under the ordinance, the Town Manager is obligated to allocate 4% in the Manager's budget, but the Town Council and RTM are not obligated to adopt that figure. Discussion followed on revising the Debt Policy wording to match the wording in the ordinance.

Councilor O'Beirne also expressed concern with the upper limit in Item G. 2. (b) that indicates the General Fund reserve will be "maintained in an amount equal to at least five (5) percent and no greater than ten (10) percent of annual general fund expenditures." The Town Manager did not object to eliminating the upper limit, but suggested that the Council consider raising the minimum.

Councilor Sheets asked if the policy addresses practices such as credit-debt swapping. Mr. Pandolfo noted that this policy is refined over time and approved by the Town's financial advisor.

Discussion followed and the consensus of Councilors was to have staff revise the document to reflect ordinance language in D. 2., and to increase the General Fund reserve minimum to some unidentified amount.

5/12/2009	Town Council Committee of the Whole	Discussed	
5/12/2009	Town Council Committee of the Whole	Recommended for a Resolution	

2009-0110 **2010 Census** **Referral**

RESOLUTION ENDORSING THE ESTABLISHMENT OF A COMPLETE COUNT COMMITTEE FOR THE 2010 NATIONAL CENSUS

WHEREAS, the decennial Census of the United States will next occur in calendar year 2010, and

WHEREAS, the official population count that is attributed to a municipality affects a town's category or classification under state and federal laws and regulations, and affects a town's ability to qualify for numerous grants, subsidies, and other benefits, and

WHEREAS, officials of the Town of Groton have had reason to believe that there was significant "undercounting" by the U.S. Census Bureau of the Town of Groton's population in 2000, and

WHEREAS, the U.S. Census Bureau recommends that municipalities consider establishing a Complete Count Committee for planning and carrying out a campaign of local targeted efforts that will address the special characteristics of the community, now therefore be it

RESOLVED, that the Town Manager should establish a Town of Groton Complete Count

Committee, such committee to include Town and City officials, Board of Education, United States Navy base, and other civic and neighborhood organizations as may seem appropriate.

Legislative History

4/20/2009 Mayor Referred Town Council Committee of th

4/28/2009 Town Council Committee of Discussed
the Whole

Town Manager Oefinger explained that the Census Bureau is preparing for the 2010 Census that begins on April 1, 2010. Staff has met with census officials and specifically discussed the undercounting that occurred in the 2000 Census. The Town Manager recommends forming a "Complete Count Committee" comprised of local officials to discuss the special populations within the community to make sure that they are aware of, and participate fully in, the census.

4/28/2009 Town Council Committee of Recommended for a
the Whole Resolution

2009-0120 FYE 2009 Suspense List

Referral

RESOLUTION ESTABLISHING THE FISCAL YEAR 2009 SUSPENSE LIST

WHEREAS, State law requires that once a year a list shall be compiled of taxes that should be suspended, and

WHEREAS, the accounts which have been determined as uncollectible have been contacted at least nine times with no response, and

WHEREAS, placing uncollected items on the Suspense List helps avoid waste of money and staff time, and

WHEREAS, taxpayers remain liable for all amounts that are placed on the Suspense List, therefore be it

RESOLVED, that the following amounts be added to the Suspense List as reported to the Town Council:

Town: \$644,309.75
Sewer District: \$2,120.16
Mumford Cove: \$3.92
Total: \$646,433.83

Legislative History

4/29/2009 Mayor Referred Town Council Committee of th

5/12/2009 Town Council Committee of Discussed
the Whole

5/12/2009 Town Council Committee of Recommended for a
the Whole Resolution

XI. OTHER BUSINESS

XII. ADJOURNMENT