



Town of Groton, Connecticut

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

Meeting Minutes

Representative Town Meeting

Moderator Natalie B. Billing, Representatives Jean-Claude Ambroise, Joe Baril, Nancy E. Barnhart, Lori Bartinik, Alicia Bauer, Nancy E. Beckwith, Joyce F. Bergeson, Laurie Kim Briggs, Genevieve Cerf, Michael Collins, Warren T. Cooper, Nancy S. Driscoll, Syma Ebbin, June Evered, Peter Fairbank, Melissa M. Finlayson, Irene B. Garagliano, Robert Garcia, Patrice Granatosky, Dolores Harrell, Wendy L. Hellekson, Lynn Crockett Hubbard, James Loughlin, Lisa M. Luck, Jackie Massett, Carole McCarthy, Richard Metayer, Betsy Moukawsher, Scott Newsome, Deborah Peruzzotti, Kevin Power, Betty A. Prochaska, Don Pratt, Jack Sebastian, Jennifer Smuts, Eleanor Steere, Joan Steinfeld, Irma Streeter, Mark Svencer, and Cheryl Tilney

Wednesday, December 12, 2007

7:30 PM

Senior Center

Regular Meeting

A. ROLL CALL

Moderator Natalie Billing called the meeting to order at 7:38 p.m.

Thirty members were present, and a quorum was declared.

The Moderator reported that Reps. Barnhart, Briggs, Metayer, Sebastian and Smuts called to say they are unable to attend this meeting.

Members Present: Moderator Billing, Rep. Ambroise, Rep. Baril, Rep. Bartinik, Rep. Beckwith, Rep. Cerf, Rep. Collins, Rep. Cooper, Rep. Driscoll, Rep. Ebbin, Rep. Evered, Rep. Fairbank, Rep. Garagliano, Rep. Garcia, Rep. Granatosky, Rep. Harrell, Rep. Hellekson, Rep. Hubbard, Rep. Loughlin, Rep. Luck, Rep. Massett, Rep. McCarthy, Rep. Moukawsher, Rep. Peruzzotti, Rep. Power, Rep. Prochaska, Rep. Steinfeld, Rep. Streeter, Rep. Svencer and Rep. Tilney

Members Absent: Rep. Barnhart, Rep. Bauer, Rep. Bergeson, Rep. Briggs, Rep. Finlayson, Rep. Metayer, Rep. Newsome, Rep. Pratt, Rep. Sebastian, Rep. Smuts and Rep. Steere

Also present were Town Manager Mark Oefinger, Assistant to the Town Manager Lee Vincent, Town Councilor Deb Monteiro, former RTM members Tom Vivirito, Patricia Thunberg and Kevin Trejo, Town Clerk Barbara Tarbox, and Assistant Town Clerk Sally Whitney.

B. MOMENT OF SILENCE AND SALUTE TO THE FLAG

The members observed a moment of silence followed by the Salute to the Flag led by Moderator Billing.

C. PRESENTATION OF CERTIFICATES OF APPRECIATION

Moderator Natalie Billing presented Certificates of Appreciation to former Representatives Patricia Thunberg and Kevin Trejo and presented plaques to Deb Monteiro, Joan Steinfeld and Tom Vivirito. Not present to accept were: former Representatives Tom Barnhart, Deb Jenkins, Kevin McMahon, Dave Miner, James Moulding, Nora Patterson, Robert Post, Mary-Ellen Schefers, Eleanor Scussel and Bob Walker.

The Moderator announced that Joan Steinfeld was elected this evening by a caucus of District 5 members to fill the vacancy created by the resignation of Patricia Thunberg.

D. APPROVAL OF MINUTES OF NOVEMBER 14, 2007

A motion that the minutes be adopted was made by Rep. Baril, seconded by Rep. Fairbank.

Rep. Ambroise requested a correction to his first name on the header of the minutes.

The vote to approve the minutes as corrected carried unanimously.

E. CITIZENS' PETITIONS

Kevin Trejo, 536 Shennecossett Road, announced that a free Christmas concert at Fitch Senior High School will be held on December 18, 2007. He mentioned that Children First Southeastern

Connecticut and State Representative Tom Reynolds are inviting local elected officials and all interested agencies to a legislative breakfast on January 15, 2008.

F. RECEPTION OF COMMUNICATIONS

The Moderator announced that copies of the RTM committee assignments and a draft of the proposed rules were distributed during the party caucuses. She noted that an error had been identified on the committee assignments and she is addressing it. She commended the Temporary Rules Committee for their time and diligence spent on developing and refining the proposed rules for the Twenty-sixth RTM.

2007-0298 Letter from Ledyard Town Council regarding hiking and biking trail

HIKING AND BIKING TRAIL BETWEEN BLUFF POINT AND PRESTON COMMUNITY PARK

This matter was Referred to the RTM Recreation Committee. The motion carried.

The Moderator reported receiving a letter from the Ledyard Town Council concerning its recent endorsement of a hiking and biking trail between Bluff Point and Preston Community Park. She stated that approval and cooperation from the Town Council and RTM would be needed so she is making this referral.

G. REPORT OF THE TOWN MANAGER:

1. Financial report

Mr. Vincent reported that the Unreserved & Undesignated Fund balance as of July 1, 2007 is approximately \$9.6 million; the General Contingency balance is \$350,000 and no funds have been transferred; the Capital Reserve balance is \$2,188,669.

Mr. Vincent remarked on the generous donation of \$10,215.76 from the Groton/Ledyard Rotary Club, the Groton Lions Club and Liberty Bank to the Human Services Discretionary Fund.

2. Monthly briefing

The Town Manager announced that the Council has approved a settlement with JCJ Architecture regarding the schools construction project "window dispute". He reported that a school construction progress report is in the Town Manager's news. He stated that contingency funds are still available in all three school projects. The Manager announced that the dates for the dedication ceremonies have changed and are now scheduled for January 26, 2008 for Catherine Kolnaski School and February 2, 2008 for Northeast Academy. He mentioned that students at Fitch High School should be occupying the new academic wing after February's winter school break.

The Manager noted that budget guidelines for a level service budget have been approved by the Council for the Town Operations and Board of Education FYE 2009 budgets.

The Manager recognized the work of Finance Director Sal Pandolfo who served as the United Way campaign coordinator this year. He commended the efforts of all the department coordinators and noted that 117 employees will be contributing \$23,492.46.

The Town Manager announced that the Town has been selected to receive the Distinguished Budget Presentation Award for the FYE 2008 Budget and the Certificate of Achievement for Excellence in Financial Reporting for the FYE 2006 Comprehensive Annual Financial Report. These awards have been achieved since FYE 1995 and FYE 1994 respectively. Mr. Oefinger recognized the diligent work of Finance Director Sal Pandolfo, his staff and the Town Department Heads for repeatedly earning these awards.

In response to Rep. Ebbin, the Manager explained that the firm that wrote the code for window requirements also provided the review of the Town's school construction projects' plans. He noted that the firm failed to identify the problem of the window specifications as outlined in the Town's plans. He stated that further discussion by the Council to recoup additional costs may take place in February or March.

In response to Rep. Loughlin, Mr. Oefinger stated that the "Click it or Ticket it" program is designed to fine offenders and not give warnings. He noted that the amount of the fines are

established by State law.

H. LIAISON REPORTS

The Moderator informed members that those members serving as liaisons will continue. She stated that she is not appointing anyone to fill the vacancy as the Permanent School Building Committee liaison since the work of that committee will be finished soon. She is seeking volunteers to serve as liaisons to the Charter Revision Commission and the Thames Street Revitalization Committee. She noted that the RTM agenda will be streamlined by not listing the individual liaisons.

1. Town Council

No report.

2. Economic Development Commission - Rep. Cerf

Rep. Cerf stated that she had attended a State of Connecticut Economic and Community Development Vision Committee meeting. She requested that the minutes provide the website to all members.

The site is: CTStrategicplan@ct.gov.

3. Town Council/Board of Education/RTM Liaison Committee

No report.

4. Permanent School Building Committee

No report.

5. School Design Committee Phase II - Reps. Smuts & Harrell

No report.

6. Groton Heights School Reuse Task Force - Rep. Moukawsher

No report.

7. Shellfish Task Force - Rep. Ebbin

No report.

8. Flanders Road Utility Extension Committee - Rep. Bauer

No report.

9. Charter Revision Commission

No report.

I. COMMITTEE REPORTS

1. FINANCE

a. Chairman's notes on the business of the Town

No meeting, no report.

2. COMMUNITY & ECONOMIC DEVELOPMENT

a. Chairman's notes on the business of the Town

No meeting, no report.

3. EDUCATION

a. Chairman's notes on the business of the Town

No meeting, no report.

4. HEALTH & SOCIAL SERVICES

a. Chairman's notes on the business of the Town

No meeting, no report.

5. RECREATION

a. Chairman's notes on the business of the Town

No meeting, no report.

6. PUBLIC SAFETY**a. Chairman's notes on the business of the Town**

No meeting, no report.

7. PUBLIC WORKS**a. Chairman's notes on the business of the Town**

No meeting, no report.

8. RULES & PROCEDURES**a. Chairman's notes on the business of the Town**

Chairman Power reported on the meetings held on November 28, 2007 and December 5, 2007. A motion to accept the report was made by Rep. Power, seconded by Rep. Baril and so voted unanimously.

2007-0268**Rules for Twenty-Sixth RTM****RESOLUTION ADOPTING RULES FOR THE TWENTY-SIXTH REPRESENTATIVE TOWN MEETING**

BE IT RESOLVED, that the rules of the Twenty-Sixth Representative Town Meeting as recommended by the Temporary Rules and Procedures Committee are hereby adopted.

A motion was made by Rep. Power, seconded by Rep. Fairbank, that this matter be Postponed to a Certain Time to the Representative Town Meeting, due back on January 9, 2008.

Chairman Power informed the members that a revised copy of the rules with the proposed changes was distributed at the party caucuses and will be voted on at the January 9 meeting.

In response to Rep. Cerf, the Moderator commented that she asked for the change to Rule 3.2 to follow Robert's Rules and to change the permissive language concerning the appointment of Moderator Pro Tempore. She clarified that the purpose of consolidating the Community & Economic Development and Health & Social Services Committees is to lessen the number of conflicts for quorums and scheduling during the committees' budget review sessions. She mentioned that the consolidation and proposed name of the new combined committee can be discussed at the January meeting.

In response to Rep. Garagliano's question on the proposed change for Rule 3.8, the Moderator stated that the change was proposed to follow Robert's Rules in that a member may yield the floor to a non-member but that member may not then speak until all others have been recognized.

The motion carried unanimously

J. OTHER BUSINESS

Rep. Luck reported that she and Reps. Ambroise, Cooper, Loughlin and Power represented the RTM in the Groton Holiday Lights Parade. It was suggested that the RTM consider sponsoring a float next year.

K. ADJOURNMENT

A motion to adjourn at 8:35 p.m. was made by Rep. Power, seconded by Rep. Garcia and so voted unanimously.

Attest:

*Barbara Tarbox, Town Clerk
Clerk of the RTM*

Sally A. Whitney, Assistant Town Clerk