



# Town of Groton, Connecticut

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

## Meeting Minutes

### Town Council

**Mayor Bruce S. Flax, Councilor Dean G. Antipas, Councilor Diane Barber, Councilor Greg Grim, Councilor Rich Moravsik, Councilor Karen F. Morton, Councilor Bonnie Nault, Councilor Deb Peruzzotti, and Councilor Harry A. Watson**

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Tuesday, March 7, 2017

7:30 PM

Town Hall Annex - Community Room 1

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#### REGULAR MEETING

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*Mayor Flax called the meeting to order at 7:34 p.m.*

#### I. ROLL CALL

Members Present: Mayor Flax, Councilor Antipas, Councilor Barber, Councilor Morton, Councilor Peruzzotti, Councilor Watson and Councilor Moravsik  
Members Absent: Councilor Grim and Councilor Nault

#### II. SALUTE TO THE FLAG

*The Salute to the Flag was led by Paige Bronk.*

#### III. RECOGNITION, AWARDS & MEMORIALS

*None.*

#### Recess for Public Hearing on:

*Mayor Flax recessed the meeting to hold a Public Hearing at 7:35 p.m. Office Assistant Nathan Caron read the call for the Public Hearing that was advertised in The Day newspaper on February 28, 2017.*

#### 2017-0025 Small Cities Community Development Block Grant - 2017 Application

*Paige Bronk and Susan Cullen made the following statement:*

*Thank you for the opportunity to discuss the 2017 Small Cities Community Development Block Grant Application. I'm Paige Bronk, the Economic and Community Development Manager. I have here with me tonight, Susan Cullen, who is the Planner associated with the Community Development Program. Also in the audience is Andrew Woodstock who is the Senior Project Manager with Eastern Connecticut Housing Opportunities.*

*The State of Connecticut Department of Housing requires certain information to be discussed within the required public hearing for our new application. The following items of information are to be placed "on the record" within the public hearing.*

*Since 1973, The Town of Groton has been the recipient of competitive funds from the Small Cities Community Development Block Grant (CDBG) Program totaling more than \$11.3 million dollars. Some examples of how these grant dollars were expended include: Housing Authority Improvements, Housing Rehabilitation and Home Ownership, Handicapped Accessibility Improvements, Public Buildings, Parks and Recreation, Roads, Drainage, and Sidewalk Improvements.*

*Some of Groton's earlier programs were loans made to homeowners and landlords. The Groton community continues to benefit from the use of proceeds paid back from these earlier loans. This money is considered Program Income (PI). These funds are used under a designated Program Income Re-use Plan. They are continuously used to rehabilitate additional homes, for sidewalk and road infrastructure and ADA improvements.*

*The 2013 CDBG grant of \$400,000 with a town match of \$158,888 has been fully expended. The grant allowed 15 homes to be rehabilitated under the program to improve energy efficiency, code compliance and handicapped accessibility.*

*The 2014 CDBG grant of \$800,000 with an \$80,000 match has been fully expended. The grant allowed for rehabilitating 64 units at Pequot Village (Village Lane and Poquonnock Road). The population served at Pequot Village is restricted by both age and income and the average rent is \$320. Groton's first solar generator is now sitting on top of the community room roof.*

*The 2016 CDBG grant of \$800,000 with an \$80,000 match is currently furthering the work that was completed with the grant from 2014 by rehabilitating additional units for handicapped accessibility, code compliance, energy efficiency and making additional improvements to the community room.*

*I will now turn the microphone over to Susan Cullen to discuss the current application for 2017.*

*The 2017 CDBG application proposes to serve the residents of Mystic River Homes which is located off of Elm Street in Noank. The population served at Mystic River Homes is restricted by both age and income. The \$800,000 grant request will begin work with ADA Accessibility, roofing repairs, exterior window and door replacements, as well as energy improvements. This request is the maximum allowable grant funding available for a single housing authority under the Small Cities Community Block Grant Program. These funds will be utilized to rehabilitate the facility on a unit by unit basis, incorporating code compliance improvements in all units as well as handicapped conversions to meet current codes in an additional three units.*

*The minimum age requirement is 62 (with exceptions for disabilities) and the income received cannot be more than 80% of the median income for the Norwich-New London area (\$42,000 for a one person household) due to affordable housing requirements. These apartments are rent restricted meaning they pay 30% of their income and serve a population that in many cases has no other housing options. The average rent is approximately \$396 and only 1% of the population is near the income threshold limit. There is a waiting list for these facilities and the apartments are turned over quickly by an efficient maintenance staff.*

*The Groton Community Development staff, in conjunction with Mystic River Homes Board Members, has been actively searching for funding for several years to bring a larger scale capital project to this property. One of the major challenges is that there currently very few existing handicapped accessible apartments and the exterior spaces are difficult to navigate with a wheelchair or walker. Considering the population served at this property, this is highly problematic.*

*The grant application is being written for the town by the non-profit Eastern Connecticut Housing Opportunities (ECHO). The cost to write the grant is less than \$5,000 and is reimbursable through the Small Cities Community Block Grant program. The match for the project will be provided by Mystic River Homes from their already established funds totaling \$163,000.00. The grant is administered through a three party relationship with the Town's Economic and Community Development Division, Mystic River Homes, and ECHO.*

*Both the Groton Plan of Conservation and Development and the State's Plan of Conservation and Development discuss the need for housing choice and economic diversity in housing stock. The principles of utilizing already developed areas are consistent practices for efficiencies within the Town's infrastructure. Groton consistently supports a diverse populace in age, sex, race and origin as well as embracing a policy of meeting the needs of low and moderate income households within our boundaries.*

*The Town's development and housing plans meet both State and Federal Objectives of the Community Development Block Grant Program by benefiting low and moderate income households, providing safe, decent and affordable energy efficient housing, revitalizing deteriorated residential districts while discouraging displacement, leveraging all incoming program income to appropriately further program priorities, enforcing housing and health codes and promoting coordinated strategies to meet the needs of the community. Staff highly recommends the Town Council grant the authority to apply for these grant funds on behalf of Mystic River Homes.*

*Mayor Flax closed the Public Hearing at 7:44 p.m.*

**IV. RECEIPT OF CITIZENS' PETITIONS, COMMENTS AND CONCERNS**

*None.*

**V. RESPONSES TO CITIZENS' PETITIONS, COMMENTS AND CONCERNS**

*None.*

**VI. CONSENT CALENDAR**

*Mayor Flax recognized the donations received by the Town of Groton.*

**a. Approval of Minutes**

**2017-0059 Approval of Minutes (Town Council)**

**RESOLUTION ACCEPTING TOWN COUNCIL MINUTES**

RESOLVED, that the minutes of the Town Council meeting of February 7, 2017 are hereby accepted and approved.

**This Matter was Adopted on the Consent Calendar.**

**b. Administrative Items**

**2017-0039 Special Trust Fund Contributions**

**RESOLUTION ACCEPTING CONTRIBUTIONS TO SPECIAL TRUST FUNDS**

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

Ruth Williams - \$10.00 - Parks and Recreation Revolving  
Nina Nelson - \$10.00 - Parks and Recreation Revolving  
Thames Valley Communications - \$5,000.00 - Parks and Recreation Revolving  
Rosalie Manson-Young - \$10.00 - Parks and Recreation Revolving  
Eileen Flynn - \$25.00 - Parks and Recreation Revolving  
Margaret & Frank Adams - \$100.00 - Groton Utilities Energy Assistance Program  
Joseph & Arlene Atwood - \$50.00 - Groton Utilities Energy Assistance Program  
Adele Barclay - \$ 10.00 - Groton Utilities Energy Assistance Program  
Danielle Chevalier - \$50.00 - Groton Utilities Energy Assistance Program  
Ronald Cooke - \$25.00 - Groton Utilities Energy Assistance Program  
David & Veronica Cousens - \$50.00 - Groton Utilities Energy Assistance Program  
Richard Davies - \$25.00 - Groton Utilities Energy Assistance Program  
Stephen & Marsha Dietrich - \$100.00 - Groton Utilities Energy Assistance Program  
Linda Fox - \$25.00 - Groton Utilities Energy Assistance Program  
Barbara Gay - \$50.00 - Groton Utilities Energy Assistance Program  
Jonathan & Michiko Johnson - \$35.00 - Groton Utilities Energy Assistance Program  
Theresa Keaveny - \$20.00 - Groton Utilities Energy Assistance Program  
Girard & Hali Keeler - \$25.00 - Groton Utilities Energy Assistance Program  
Jean Kennedy - \$100.00 - Groton Utilities Energy Assistance Program  
Lucille Laetti - \$10.00 - Groton Utilities Energy Assistance Program  
B. Lacerte - \$20.00 - Groton Utilities Energy Assistance Program

Julius Panucci - \$35.00 - Groton Utilities Energy Assistance Program  
Adam Reckelhoff - \$50.00 - Groton Utilities Energy Assistance Program  
Pauline & Kevin Robillard - \$20.00 - Groton Utilities Energy Assistance Program  
Anthony & Andrea Skiff - \$10.00 - Groton Utilities Energy Assistance Program  
City of Groton - \$1,533.12 - Groton Utilities Energy Assistance Program  
Mystic Congregational Church - \$100.00 - Social Services Discretionary  
Lee Vincent - \$50.00 - Social Services Discretionary  
James O'Brien & Patricia Duan - \$50.00 - Library Donation Fund  
Christopher & Erin Anason - \$20.00 - Groton Utilities Energy Assistance Program  
Raymond & Virginia Bousquet - \$25.00 - Groton Utilities Energy Assistance Program  
Garrett & Carolyn Brown - \$25.00 - Groton Utilities Energy Assistance Program  
Ellen & Malcolm Cameron - \$20.00 - Groton Utilities Energy Assistance Program  
Felipe & Irene Castro - 10.00 - Groton Utilities Energy Assistance Program  
Marsha Cedrone - \$10.00 - Groton Utilities Energy Assistance Program  
Mary & Christine Dickson - \$25.00 - Groton Utilities Energy Assistance Program  
Jordan & Thanthita Edwards - \$5.00 - Groton Utilities Energy Assistance Program  
Marian & Kenneth Galbraith - \$50.00 - Groton Utilities Energy Assistance Program  
Darwin & Elizabeth Geronimo - \$5.00 - Groton Utilities Energy Assistance Program  
Dennis & Diane Haines - \$25.00 - Groton Utilities Energy Assistance Program  
Katie Kietzman - \$50.00 - Groton Utilities Energy Assistance Program  
Clifton Martelle - \$50.00 - Groton Utilities Energy Assistance Program  
Lisa Moneypenny - \$50.00 - Groton Utilities Energy Assistance Program  
Sandra Morse - \$35.00 - Groton Utilities Energy Assistance Program  
Michael & Norman Ng - \$10.00 - Groton Utilities Energy Assistance Program  
Michael Pane - \$200.00 - Groton Utilities Energy Assistance Program  
John & Anne Potter - Groton Utilities Energy Assistance Program  
Kyle & Ashlee Rowe - \$20.00 - Groton Utilities Energy Assistance Program  
James & Ann Sailors - \$20.00 - Groton Utilities Energy Assistance Program  
Salma Shaheen - \$10.00 - Groton Utilities Energy Assistance Program  
David & Nancy Staub - \$20.00 - Groton Utilities Energy Assistance Program  
Stebbins Real Estate - \$50.00 - Groton Utilities Energy Assistance Program  
Ronald & Margaret Stoven - \$100.00 - Groton Utilities Energy Assistance Program  
Daniel Tyler - \$20.00 - Groton Utilities Energy Assistance Program  
Barbara Weeman - \$12.00 - Groton Utilities Energy Assistance Program  
Jessica Beckford - \$11.00 - Library Renovations  
Maria & Johnny Aramos - \$30.00 - Groton Utilities Energy Assistance Program  
Hilda & James Arnold - \$20.00 - Groton Utilities Energy Assistance Program  
Everest Brustolon - \$100.00 - Groton Utilities Energy Assistance Program  
Julia Campisi - \$50.00 - Groton Utilities Energy Assistance Program  
Edward Card - \$20.00 - Groton Utilities Energy Assistance Program  
James Drakos - \$25.00 - Groton Utilities Energy Assistance Program  
Stephan & Annette Finton - \$25.00 - Groton Utilities Energy Assistance Program  
Christine Grady - \$25.00 - Groton Utilities Energy Assistance Program  
Charles & Mary Hall - \$20.00 - Groton Utilities Energy Assistance Program  
Patricia Kemme - \$10.00 - Groton Utilities Energy Assistance Program  
Mary LaForce - \$25.00 - Groton Utilities Energy Assistance Program  
Barbara Loso - \$10.00 - Groton Utilities Energy Assistance Program  
Virginia Mathis - \$10.00 - Groton Utilities Energy Assistance Program  
James Miller - \$30.00 - Groton Utilities Energy Assistance Program  
Arthur & Marie Shaw - \$25.00 - Groton Utilities Energy Assistance Program  
Gary & Mary Smith - \$50.00 - Groton Utilities Energy Assistance Program  
Kathleen & David Vanner - \$50.00 - Groton Utilities Energy Assistance Program  
Louis & Alma Vendetti - \$5.00 - Groton Utilities Energy Assistance Program  
City of Groton Matching Funds - \$1,088.75 - Groton Utilities Energy Assistance Program

Savings Institute Bank & Trust - \$150.00 - Parks and Recreation Revolving  
 Charles Warrington, Sr. - \$2.00 - Parks and Recreation Revolving  
 Laura Bradley - \$22.00 - Parks and Recreation Revolving  
 Anthony Christina - \$10.00 - Parks and Recreation Revolving  
 Gail Yeo - \$10.00 - Parks and Recreation Revolving  
 Larry Grundy - \$10.00 - Parks and Recreation Revolving  
 Margaret & Frank Adams - \$100.00 - Groton Utilities Energy Assistance Program  
 Mary Atha - \$100.00 - Groton Utilities Energy Assistance Program  
 Adele Barclay - \$10.00 - Groton Utilities Energy Assistance Program  
 Robert & Phyllis Boggs - \$20.00 - Groton Utilities Energy Assistance Program  
 Hector Correa - \$25.00 - Groton Utilities Energy Assistance Program  
 David & Veronica Cousens - \$50.00 - Groton Utilities Energy Assistance Program  
 Joan Feeney - \$50.00 - Groton Utilities Energy Assistance Program  
 Bruce LaBelle - \$25.00 - Groton Utilities Energy Assistance Program  
 Carmen & Lee Mazurek - \$50.00 - Groton Utilities Energy Assistance Program  
 Helen Moore - \$20.00 - Groton Utilities Energy Assistance Program  
 Felicite Musanganire - \$10.00 - Groton Utilities Energy Assistance Program  
 Michael Pane - \$200.00 - Groton Utilities Energy Assistance Program  
 Debra Russ - \$25.00 - Groton Utilities Energy Assistance Program  
 Bette Thomson - \$10.00 - Groton Utilities Energy Assistance Program  
 William White - \$10.00 - Groton Utilities Energy Assistance Program  
 Marsha Zimmerman - \$5.00 - Groton Utilities Energy Assistance Program

**This Matter was Adopted on the Consent Calendar.**

**c. Deletions from the Town Council Referral List**

- 2015-0136      Effects of Heroin on the Community**  
 This Matter was Deleted from Referral List - No further action on the Consent Calendar.
- 2016-0042      Opiate Warning/Notification**  
 This Matter was Deleted from Referral List - No further action on the Consent Calendar.
- 2016-0222      Town Manager Annual Evaluation**  
 This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2016-0288      Presentation by Town's Actuary**  
 This Matter was Deleted from Referral List - No further action on the Consent Calendar.
- 2017-0015      Fair Housing Action Plan for 2017**  
 This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0028      Use of Recreation and Senior Activities Food Concession Fund for Purchase of a Convection Oven**  
 This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0036      Road Reconstruction Bond - Year 5 Projects**  
 This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0037      Contingency Transfer - Non-Departmentals/Insurance and Claims**  
 This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0041      Economic Assistance Fund Guidelines Revision**  
 This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0040      Groton Recreational Fields Project - Presentation**  
 This Matter was Deleted from Referral List - No further action on the Consent Calendar.
- 2017-0043      Tax Increment Financing (TIF) Advisory Committee**

- This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0045 **Reappointment of Steven Carlow to Ledge Light Health District Board of Directors**
- This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0046 **Reappointment of Susan Vincent to Ledge Light Health District Board of Directors**
- This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0047 **Appointment of Kevin Trejo to Permanent School Building Committee**
- This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0048 **Reppointment of Stephenie Guess to Ledge Light Health District Board of Directors**
- This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0049 **Appointment of Stephen Peirce to Parks and Recreation Commission**
- This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0050 **2017 Rates for Shennecossett Golf Course**
- This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0051 **Connecticut Police Work Dog Association Grant**
- This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0053 **Extension of Appropriation for Road Maintenance and Rehabilitation Program**
- This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0055 **Resolution Setting RTM Budget Meeting Date for the FYE 2018 Annual Town Budget**
- This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0056 **Reallocating Bond Proceeds from Thames Street Rehabilitation Program to Road Maintenance and Rehabilitation Program**
- This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0057 **Public Hearing on FYE 2018 Proposed Budget**
- This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0058 **Assistant to the Town Manager Job Description**
- This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2017-0060 **Resolution Setting Public Hearing Date on Adoption of City and Town Development Act for Branford Manor Redevelopment**
- This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

**Passed The Consent Calendar**

A motion was made by Councilor Watson, seconded by Councilor Moravsik, to adopt the Consent Calendar, including all the preceding items marked as having been adopted on the Consent Calendar.  
The motion carried unanimously

**VII. COMMUNICATIONS & REPORTS (Other than Committee Reports)**

**a. Town Councilors**

*Councilor Moravsik stated that he attended the Air Force Fly In on February 21, 2017 and the welcoming of the Submarine on February 24, 2017.*

*Councilor Morton stated that she attended the Charter Revision Commission's Special Meeting on March 06, 2017; she that noted they are working hard.*

*In response to Councilor Morton, Mayor Flax and Town Manager Oefinger stated that the Groton Sail Foundation has decided to place the Sail at the bend of the road of Thames and Bridge Streets.*

Mayor Flax stated that an update on the Sail's location could be placed on a future agenda.

Councilor Morton stated that there residents who are disappointed that it will not be placed at the Senior Center/Library.

Councilor Barber stated that she attended the Economic Development meeting on Thursday, March 02, 2017. She noted that she received positive feedback regarding statements she made about the highway department at last Tuesday's meeting.

Councilor Watson stated that he participated in Read Across American at Catherine Kolnaski School in Ms. West's classroom on March 03, 2017; he noted that he is the Council Liaison for Children First Groton and attended a Safety Committee meeting on February 27, 2017; he attended Senator Somer's press conference on February 13, 2017 regarding the proposed ECS funding cuts to Groton. He noted that his son went to the Library to apply for his passport, and it was a great service that the Library offers. He stated that he is one of the individuals who had his W-2s taken, and he noted that the Board of Education and Dr. Graner are doing the right thing to address the issue.

Mayor Flax announced that he had several meetings with Town Manager Mark Oefinger; he read to Mr. Bruno's third grade class at Claude Chester Elementary School on March 2, 2017 and Mrs. Westkott's second grade class at S. B. Butler School. He announced that he attended the press conference on February 13, 2017; a Public Hearing in Hartford regarding the proposed ECS cuts; a Town Council/Board of Education efficiency task force meeting.

**b. Clerk of the Representative Town Meeting**

Office Assistant Nathan Caron announced that there will be a RTM meeting on Wednesday, March 08, 2017 at 7:30 p.m. at the Groton Senior Center. He noted that the RTM will be discussing and voting on Contingency Fund transfers for wage adjustments and the Town Manager Recruitment Services.

**c. Clerk of the Council**

Office Assistant Nathan Caron reviewed the Town's boards, agencies, and commissions that have vacancies. He noted that applications are available on the Town's website and in the Town Clerk's office.

**d. Town Manager**

Town Manager Mark Oefinger noted that the first TED talk is scheduled for Thursday, March 23, 2017. He provided an update on the LED streetlight project. He announced that Jennifer Emerson has resigned as the curator of the Jabez Smith House. He stated that the Town received a letter from the Stated Department of Economic Development and Community Development approving Groton Airport as an Airport Development Zone. He noted that the Crystal Lake Road reconstruction project is underway.

**VIII. COMMITTEE REPORTS**

**a. Personnel & Appointments - Chairman Watson**

Chair Watson announced that the Committee met on February 07, 2017 and interviewed the individuals on tonight's agenda. He noted that the Committee would like to convey recommendations on the appointments policy to the Committee of the Whole.

**b. Rules - Chairman Antipas**

No meeting, no report.

**c. Committee of the Whole - Mayor Flax**

Mayor Flax announced that the Committee of the Whole met and discussed the items on tonight's agenda. He noted that he was looking to receive Council support before he signs two letters. One

*letter is in support of expanding gas lines.*

*Town Manager Oefinger stated that there is an opportunity to expand gas lines with the desire to eventually expand into downtown Mystic. He noted that this would be a letter of endorsement from the Mayor.*

*Councilor Morton noted that she supports the Mayor signing it. She stated that her neighborhood had the gas lines installed, and she praised the company that did the work.*

*Town Manager Oefinger stated that the second letter is in support of a project that the University of Rhode Island is working on pertaining to costal change.*

## **IX. NEW BUSINESS**

### **2017-0028 Use of Recreation and Senior Activities Food Concession Fund for Purchase of a Convection Oven**

RESOLUTION AUTHORIZING ALLOCATION OF FUNDS FROM THE RECREATION AND SENIOR ACTIVITIES FOOD CONCESSION FUND FOR PURCHASE OF A CONVECTION OVEN

WHEREAS, the convection oven used at the Senior Center to cook and keep warm the meals that are served daily is 41 years old and replacement parts are no longer available or easily obtained, and

WHEREAS, Groton Community Meals has donated \$500 toward the purchase of a new convection oven, now therefore be it

RESOLVED, that the Town Council authorizes allocation of \$4,440 from the Recreation and Senior Activities Concession Fund for replacement of the convection oven at the Senior Center.

**A motion was made by Councilor Moravsik, seconded by Councilor Barber, that this matter be Adopted.**

**The motion carried unanimously**

### **2017-0050 2017 Rates for Shennecossett Golf Course**

RESOLUTION SETTING 2017 RATES FOR THE SHENNECOSSETT GOLF COURSE

WHEREAS, the Golf Advisory Board and the Parks and Recreation Commission have endorsed changes to the fees and membership rates for the Shennecossett Golf Course for 2017, and

WHEREAS, recommendations include a 3% increase in season pass rates and the addition of a Limited 2-Person membership type and rate, now therefore be it

RESOLVED, that the municipal golf course rates for 2017 shall be the rates as attached to this resolution.

**A motion was made by Councilor Moravsik, seconded by Councilor Watson, that this matter be Adopted.**

**The motion carried unanimously**

### **2017-0037 Contingency Transfer - Non-Departmentals/Insurance and Claims**

RESOLUTION FOR FYE 2017 GENERAL CONTINGENCY TRANSFER

WHEREAS, the Town Charter provides for General Contingency transfers during the year, and

WHEREAS, during the FYE 2017 budget process, the Town Council determined that Administration and Claim Payments and Unemployment would not be funded, and



WHEREAS, both accounts have incurred expenses this year of approximately \$41,600 which has been offset by lower insurance premiums and other savings, thereby necessitating a transfer from Contingency of \$16,334, and

WHEREAS, before this transfer is applied, the General Contingency has a balance of \$316,155 including pending transfers, now therefore be it

RESOLVED, that \$16,334 be transferred from the General Fund Contingency function (#1074) to the Insurance and Claims function (#1070) and referred to the RTM for approval.

**This matter was Adopted and Referred to the Representative Town Meeting.**

**2017-0015**

**Fair Housing Action Plan for 2017**

RESOLUTION ADOPTING THE FAIR HOUSING ACTION PLAN FOR 2017

WHEREAS, the Congress of the United States in 1866 (the 1866 Civil Rights Act, 42, U.S.C.1982) has declared that all citizens of the United States shall have the same rights to inherit, purchase, lease, sell, hold, and convey real and personal property; and

WHEREAS, the Congress of the United States has further declared by the Civil Rights Act of 1968, known as the Fair Housing Act (P.L. 90-284) (18 U.S.C. 245) (hereinafter called the "Act") that it is the policy of the United States to provide, within Constitutional limitations, for fair housing throughout the United States, thereby prohibiting discrimination by reason of race, color, religion, national origin, or sex in the sale or rental of housing; and

WHEREAS, Section 808 and 809 of the Act provide that the authority and responsibility for administering the Act shall be vested in the Secretary of Housing and Urban Development (hereinafter called the "Secretary") and the Secretary is required to cooperate with and render technical assistance to private agencies, groups, and institutions which are formulating or carrying on programs to prevent or eliminate discriminatory housing practices and to undertake conciliatory activities which will further the purpose of fair housing and to work out programs of voluntary compliance with the cooperation and advice of the housing industry and other interested persons; and

WHEREAS, the Town of Groton believes that the national policy of fair housing can effectively be promoted through programs of affirmative action in the private housing industry and markets; and

WHEREAS, the Town of Groton believes it desirable to establish a local fair housing plan for the purpose of effectuating the requirements of all applicable fair housing laws; now therefore be it

RESOLVED, that in order to encourage public and private cooperation in achieving fair housing through affirmative action and other efforts, the Town of Groton establishes this Fair Housing Action Plan for 2017 ("Plan");

I. Policy Statement

The Town Council affirms that it shall be the policy and commitment of the Town of Groton to ensure that fair and equal housing opportunities are granted to all persons, in all housing opportunities and development activities funded by the Town, regardless of race, color, religion, sex, sexual orientation, gender identity or expression, marital status, lawful source of income, familial status, national origin, ancestry, age or mental or physical disability.

The Town Council affirms that this shall be done through a program of education, an analysis of impediments, and designation of a Fair Housing Officer and development of a procedure for complaints of discrimination. This plan will incorporate the directives of state and federal laws and executive orders, including, but not limited to: Title VI of the Civil Rights Act of 1964 The Fair

Housing Act - Title VIII of the Civil Rights Act of 1968, as amended Executive Order 11063, as amended by Executive Order 12259 Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended Section 109 of Title I of the Housing and Community Development Act of 1974, as amended Section 3 of the Housing and Urban Development Act of 1968, as amended Sections 503 and 504 of the Rehabilitation Act of 1973, as amended The Americans with Disabilities Act of 1990, The Age Discrimination Act of 1975, as amended Executive Order 11246 (as amended by Executive Orders 12375 and 12086), Equal Opportunity under HUD contracts and HUD-assisted Construction Contracts Executive Order 12892, Leadership and Coordination of Fair Housing Connecticut General Statutes 46a-64c as amended.

The Town Council affirms that the Town of Groton commits to providing and promoting racial and economic integration in any housing development financially supported with DOH funding and will take affirmative steps to reach beneficiaries from all racial and ethnic groups as well as the physically or mentally handicapped and families with children and to reach a broad range of income eligible beneficiaries for appropriate and applicable housing opportunities.

## II. Selection of Fair Housing Officer

In accordance with Title VIII, Civil Rights Act of 1968, as amended, the Fair Housing Officer, Susan C. Cullen, AICP, PhD - Planner II/Neighborhood & Community, has been designated to handle fair housing complaints and activities. The Fair Housing Officer is responsible for the intake and processing of all housing complaints as well as implementation of the Fair Housing Plan activities and actions. While not expected to be an "expert" in Fair Housing Laws, at a minimum, the officer will be familiar with the complaint process and federal and state laws, which address Fair Housing. Records which show the date, time, and nature of complaint and decisions made in the complaint process will be fully documented. A separate file will maintain a record of all housing discrimination complaints and follow-up actions.

## III. Complaint Process

Housing discrimination complaint forms such as Forms HUD-903 and HUD-903 A (Spanish version) from HUD, as well as, a summary of actions which may constitute housing discrimination, and instructions for completing and filing housing discrimination complaints will be made available to citizens at Town Hall Annex, 134 Groton Long Point Road, Groton, Connecticut 06340. Complaints need not be made on official forms to be valid. Forms will also be distributed to lenders, realtors, and at other public places such as the Library periodically. The Fair Housing Officer will reasonably assist the complainant in submitting the complaint to the appropriate body by providing assistance in explaining the form and/or contacting the appropriate office and allowing the use of town phones for communication. The individual(s) filing the complaint will then be advised of the option of filing directly with the U.S. Department of Housing and Urban Development (HUD) within one year after an alleged violation, the Connecticut Commission on Human Rights and Opportunities (CHRO) by filing a notarized complaint within 180 days of the alleged violation, or the Equal Employment Opportunity Commission or with all agencies simultaneously. The individual should also be advised of the option of filing suit, at his/her expense in Federal District Court or State Court within two years of an alleged violation. The individual should be further advised that if he/she cannot afford an attorney, the Court may appoint one and that a suit may be commenced even after filing a complaint, if the individual has not signed a conciliation agreement and an Administrative Law Judge has not started a hearing. A court may award actual and punitive damages and attorney's fees and costs. The Fair Housing Officer will keep a record of the progress on the number of complaints filed, actions taken, and the status of each complaint.

## IV. Opportunity Mapping

Using the Connecticut Opportunity Map, which is available at the DOH website, the town has determined that the target area for the proposed project or activity includes Very High, High, Moderate and Low Opportunity Areas.

#### V. Implementation and Action Steps

The Town will take specific action steps and implementation activities over the next three-year period following the guidelines provided by DOH.

- Action Steps 1, 2, 9, 10, 11 or 12 (Set I) Minimum (1) selection;
- Action Steps 3, 4, 5, 6, 7, 8, 13, 14 or 15 (Set II) Minimum (1) selection; and
- Additional Steps as follows:

The Town of Groton will adopt annually a Fair Housing Policy Statement and a Fair Housing Resolution as an indication of its commitment to Fair Housing Month during the month of April. The Town of Groton will display its fair housing policies/procedures and ADA policies and grievance procedure on its website. The Town of Groton will display Fair Housing posters identifying the Town's Fair Housing Officer, title, address and phone number in prominent locations. In addition, fair housing information will be distributed outside of traditional municipal locations including local realtors and banks. All advertising of residential real estate owned by the Town of Groton for sale, rent or financing will contain the Fair Housing logo, equal opportunity slogan as a means of educating the home seeking public that the property is available to all persons regardless of race, color, religion, sex, mental or physical disability, sexual orientation, gender identity or expression, familial status, marital status, national origin, age, ancestry, or lawful source of income. All bid advertisements by town sponsored programs must include the phrase "Equal Opportunity/Affirmative Action Employer." The type of logo, statement or slogan will depend on the type of media being used (visual or auditory). All logos/statements must appear at the end of the advertisement.

#### VI. Analysis of Impediments

The Town will cooperate and assist the state with its periodic Analysis of Impediments and conduct a review of policies, practices and procedures that affect the availability and accessibility of housing.

#### VII. Timetable

The Town will adopt these procedures immediately upon approval by the Town of Groton Town Council.

#### VIII. Amendments

The Town Manager shall amend and revise this Plan as required to keep current with state/federal affirmative action and equal opportunity policies and procedures and local actions and activities to further the purposes of this Plan.

**A motion was made by Councilor Antipas, seconded by Councilor Peruzzotti, that this matter be Adopted.**

**The motion carried by the following vote:**

**Votes:** In Favor: 6 - Mayor Flax, Councilor Barber, Councilor Morton, Councilor Peruzzotti, Councilor Watson and Councilor Moravsik  
Opposed: 1 - Councilor Antipas

**2017-0041 Economic Assistance Fund Guidelines Revision**

**RESOLUTION AUTHORIZING REVISIONS TO THE ECONOMIC ASSISTANCE FUND**

## GUIDELINES

WHEREAS, the Office of Planning and Development Services has proposed revisions to the Economic Assistance Fund Information and Guidelines, and

WHEREAS, the revised guidelines are intended to better leverage the funds to increase business activity and enhance economic development goals, and

WHEREAS, the revised guidelines will improve clarity and consistency in the approval process, and

WHEREAS, the proposed revisions will better serve the goals and mission of the Office of Planning and Development Services, now therefore be it

RESOLVED, that the Town Council approves the attached Economic Assistance Fund Information and Guidelines dated March 7, 2017.

**A motion was made by Councilor Morton, seconded by Councilor Barber, that this matter be Adopted as Amended.**

*Councilor Nault arrived at 8:22 p.m.*

*In response to Councilor Peruzzotti, Paige Bronk confirmed that this is a reimbursement program and the Town's requirements must be satisfied before there is reimbursement. He confirmed that the maximum amount money for pre-development is \$5,000. He clarified the Public Infrastructure section of the Economic Assistance Fund Information and Guidelines.*

*Councilor Peruzzotti reviewed Section E Submission and Review Process. She noted that the last sentence of the Section gives the Director of Planning and Development the authority to approve applications under \$10,000 without approval from the Economic Development Commission Subcommittee, Town Manager, and the Town Council.*

*Paige Bronk stated that the logic behind giving the Director of Planning and Development the authority to approve requests under \$10,000 is to streamline and simplify the process. He noted that anything under \$10,000 is a fairly small project; it the threshold that determines if a project is small or large.*

*Councilor Peruzzotti stated that she disagrees. She noted that giving the Director of Planning the authority to use an Economic Development Fund because he/she thinks its a good idea lacks checks and balances.*

*In response to Councilor Antipas, Paige Bronk stated that he cannot predict the number of projects that would fall under the \$10,000 threshold.*

*Councilor Antipas noted that based upon principle and from an agenda management point-of-view, he agrees with Councilor Peruzzotti. He noted that he understands Mr. Bronk's point-of-view in that he does not want to trouble the Council with small things and he wants discretion to move quickly without having to go to the Council.*

*Paige Bronk noted that the long-term strategy and philosophy is to streamline and minimize risk and increase certainty. He noted that he does not want the perception that they are handing out money. He stated that if the Council is uncomfortable with the \$10, 000 threshold, then there may be a different threshold that the Council may be comfortable with.*

*Councilor Moravsik stated that he does not think that spending the money without the Town Council's approval is the way to go.*

*Councilor Barber noted that she trusts the Department of Development and Planning, but the issue may be keeping the Council updated on the status of projects.*

*Paige Bronk noted that the trust may be there today with the people who are currently working for the Department, but nobody knows what the next Director of the Department may do.*

*Councilor Peruzzotti noted that there may be a way to speed the process along and have the Council be a part of the final decision. She noted that she wants to make the right choices, and she appreciates that they are trying to speed the process along.*

*In response to Councilor Peruzzotti, Town Manager Oefinger stated that if there is discomfort with the last sentence of Section E., then he recommends eliminating it.*

*Mayor Flax noted that he believes it is not a big deal to bring the requests to the Council.*

*Councilor Watson stated that he agrees with Mayor Flax.*

*Councilor Watson made a motion, seconded by Councilor Peruzzotti, to amend Section E of the Town of Groton Economic Assistance Fund Information and Guidelines to removed the last sentence: 'Administrative approval may be granted by the Director of Planning and Development for requests meeting the program requirements under \$10,000.'*

*Councilor Antipas noted that once there is enough data and experience with the Economic Assistance Fund Information and Guidelines, then the issue could be revisited.*

*In response to Councilor Nault, Town Manager Oefinger noted that he cannot move money from one function to another without approval. He noted that if the Council is not comfortable with the threshold, then he recommends removing the sentence. He noted the fund is a great tool and a step in the right direction.*

*The motion to amend carried unanimously.*

**The motion carried unanimously**

**Roll Call:** Members Present: Mayor Flax, Councilor Antipas, Councilor Barber, Councilor Morton, Councilor Nault, Councilor Peruzzotti, Councilor Watson and Councilor Moravsik  
Members Absent: Councilor Grim

**2017-0043 Tax Increment Financing (TIF) Advisory Committee**

RESOLUTION CREATING A TAX INCREMENT FINANCING ADVISORY COMMITTEE

WHEREAS, the Town of Groton has completed a town-wide market analysis with a recommendation to research and implement tax increment financing in Groton; and

WHEREAS, the Town of Groton Office of Planning and Development Services has contracted with Camoin Associates for Tax Increment Financing plan development, policy development, and financial analysis; and

WHEREAS, the Town of Groton Office of Planning and Development Services proposes has entered into a contract with Camoin Associates for the research, planning, and analysis of Tax Increment Financing; and

WHEREAS, the scope of work for Tax Increment Financing recommends that the Town utilize a Tax Increment Financing Advisory Committee; and

WHEREAS, the Advisory Committee would guide the efforts on public outreach and public

education, and give guidance to the staff and Town Council on policy decisions relating to Tax Increment Financing; and

WHEREAS, the makeup of the Advisory Committee would include:

- 1 or 2 members from the Town Council;
- 1 member from the Planning Commission;
- 2 members from the Economic Development Commission;
- 1 or 2 members from the Representative Town Meeting; and
- 2 members of the public with tourism or economic development knowledge.

WHEREAS, the Tax Increment Financing project will be a new economic development tool to encourage development and redevelopment in planned targeted areas in Groton, and, now therefore be it

RESOLVED, that the Town Council hereby creates the Tax Increment Financing Advisory Committee for said Tax Increment Financing project.

**A motion was made by Councilor Morton, seconded by Councilor Barber, that this matter be Adopted.**

*Councilor Antipas stated that the way that this reads is that the Council accepts that there will be Tax Increment Financing, TIF, and the question becomes how to implement it. He stated that he is not satisfied that we have explored whether to implement it or not.*

*In response to Councilor Antipas, Mayor Flax stated that the Advisory Committee could advise against the adoption of the TIF program.*

*Councilor Antipas noted that he is not sufficiently educated on TIF to simply assume we are doing it.*

*Paige Bronk stated that this an educational process, and the scope of the work with Camoin Associates involves studying polices, procedures, direction, and there will be discussions involving options and scenarios. He noted that this is not necessarily an exploratory Committee. He stated that the Committee is involved to make sure that what is done is in the Town's best interest.*

**The motion carried by the following vote:**

**Votes:** In Favor: 7 - Mayor Flax, Councilor Nault, Councilor Barber, Councilor Morton, Councilor Peruzzotti, Councilor Watson and Councilor Moravsik  
Opposed: 1 - Councilor Antipas

**2017-0045 Reappointment of Steven Carlow to Ledge Light Health District Board of Directors**

RESOLUTION REAPPOINTING DR. STEVEN CARLOW TO THE LEDGE LIGHT HEALTH DISTRICT BOARD OF DIRECTORS

RESOLVED, that Dr. Steven Carlow, 220 Library Street, Mystic is hereby reappointed to the Ledge Light Health District Board of Directors for a term expiring 11/10/18.

**A motion was made by Councilor Watson, seconded by Councilor Morton, that this matter be Adopted.**

**The motion carried unanimously**

**2017-0046 Reappointment of Susan Vincent to Ledge Light Health District Board of Directors**

RESOLUTION REAPPOINTING SUSAN VINCENT TO THE LEDGE LIGHT HEALTH DISTRICT BOARD OF DIRECTORS

RESOLVED, that Susan M. Vincent, 1 New London Road, Mystic, is reappointed as a member of the Ledge Light Health District Board of Directors for a term ending 11/10/2019.

**A motion was made by Councilor Watson, seconded by Councilor Morton, that this matter be Adopted.**

**The motion carried unanimously**

- 2017-0047 Appointment of Kevin Trejo to Permanent School Building Committee**
- RESOLUTION APPOINTING KEVIN TREJO TO THE PERMANENT SCHOOL BUILDING COMMITTEE
- RESOLVED, that Kevin Trejo, 536L Shennecossett Road, is hereby appointed to the Permanent School Building Committee for a term ending 9/29/18.
- A motion was made by Councilor Watson, seconded by Councilor Morton, that this matter be Adopted.
- The motion carried unanimously
- 2017-0048 Reappointment of Stephenie Guess to Ledge Light Health District Board of Directors**
- RESOLUTION REAPPOINTING STEPHENIE GUESS TO THE LEDGE LIGHT HEALTH DISTRICT BOARD OF DIRECTORS
- RESOLVED, that Stephenie Guess, 31 Concord Court, is hereby reappointed to the Ledge Light Health District Board of Directors for a term ending 11/10/19.
- A motion was made by Councilor Watson, seconded by Councilor Morton, that this matter be Adopted.
- The motion carried unanimously
- 2017-0049 Appointment of Stephen Peirce to Parks and Recreation Commission**
- RESOLUTION APPOINTING STEPHEN PEIRCE TO THE PARKS AND RECREATION COMMISSION
- RESOLVED, that Stephen D. Peirce, 74 Crown Knoll Court, is hereby appointed as a member of the Parks and Recreation Commission for a term ending 12/31/19.
- A motion was made by Councilor Watson, seconded by Councilor Morton, that this matter be Adopted.
- The motion carried unanimously
- 2017-0051 Connecticut Police Work Dog Association Grant**
- RESOLUTION AUTHORIZING AN APPLICATION FOR CONNECTICUT POLICE WORK DOG ASSOCIATION K-9 GRANTS
- WHEREAS, the Groton Town Police Department plans to utilize the Connecticut Police Work Dog Association's K-9 grants funding to support K-9 enforcement operations, and
- WHEREAS, the grants provide assistance in funding of a police canine and/or police canine safety equipment, and
- WHEREAS, grant funds will be used to purchase a K-9 heat alarm system that will audibly and visually alert K-9 handlers, through an interface with the police cruiser's siren and light systems, to high heat temperatures in the vehicle, now therefore be it
- RESOLVED, that Chief of Police Louis J. Fusaro, Jr. may apply for the Connecticut Police Work Dog Association K-9 grants with an anticipated award amount of no more than \$2,000.
- A motion was made by Councilor Barber, seconded by Councilor Nault, that this matter be Adopted.
- The motion carried unanimously
- 2017-0036 Road Reconstruction Bond - Year 5 Projects**
- RESOLUTION ACCEPTING YEAR 5 REPORTS FROM THE TOWN, CITY, AND GROTON LONG POINT FOR THE ROAD MAINTENANCE AND REHABILITATION PROGRAM
- WHEREAS, in November 2012 Groton voters approved a five-year road maintenance and rehabilitation program for calendar years 2013 through 2017 that provides funding for the Town, City, and Groton Long Point to maintain and rehabilitate the community's road system, and

WHEREAS, the program requires each entity to file a report with the Town Council by December 30th of each year that identifies the roads completed in the calendar year, compares estimated costs to actual costs, and identifies the roads to be addressed in the upcoming year, and

WHEREAS, it was anticipated that adjustments to the list of roads may be necessary to account for factors such as utility construction, accelerated aging of road surfaces, and planned development over the course of the multi-year project, and

WHEREAS, the Town Council has reviewed the reports and proposed adjustments to the list of roads to be maintained/rehabilitated, now therefore be it

RESOLVED, that the Town Council accepts the Year 5 Road Maintenance and Rehabilitation Program Reports from the Town, City, and Groton Long Point.

**A motion was made by Councilor Barber, seconded by Councilor Moravsik, that this matter be Adopted.**

**The motion carried unanimously**

**2017-0053**

**Extension of Appropriation for Road Maintenance and Rehabilitation Program**

RESOLUTION EXTENDING THE APPROPRIATION FOR THE 2012 ROAD MAINTENANCE/REHABILITATION PROJECT

WHEREAS, the Town of Groton (the "Town") approved Ordinance No. 277 at referendum on November 6, 2012, which appropriated \$11,200,000 and authorized borrowing in the same amount for the Road Maintenance and Rehabilitation project; and

WHEREAS, the Debt Policy and Management/Fiscal Practices of the Town provide that any appropriation for construction or other permanent improvement which has not been completely expended at the end of five years from the date thereof shall thereupon lapse; and

WHEREAS, the Town Manager has reported that certain additional expenditures remain to be made or financed for the project that cannot be expended or financed by the end of five years from the effective date of the last appropriating ordinance and has recommended that said appropriation be extended by reappropriating that portion of the \$11,200,000 which has not been expended or financed on the effective date of this resolution; and

WHEREAS, the Director of Finance has certified that whatever portion of said appropriation is extended may be financed by grants and Town general obligation bonds previously approved; and

WHEREAS, it is in the best interests of the Town to complete the financing of the Road Maintenance and Rehabilitation project, now therefore be it

RESOLVED, that any portion of said \$11,200,000 appropriation which has not been expended or financed on the effective date of this resolution shall be extended and reappropriated, provided that the total amount expended or financed as of the effective date of this resolution, pursuant to said appropriation under Ordinance No. 277, plus the portion which is reappropriated, shall not exceed \$11,200,000.

Refer to RTM.

**A motion was made by Councilor Peruzzotti, seconded by Councilor Watson, that this matter be Referred to the Representative Town Meeting.**

*In response to Councilor Moravsik, Town Manager Oefinger stated that the sidewalks in Noak are part of the 50-year plan for Groton that the Council approved.*

*In response to Councilor Watson, Town Manager Oefinger stated that this is for a couple million*



dollars which will allow all three entities to get a sixth year and possibly a portion of a seventh year.

**The motion carried unanimously**

**2017-0056      Reallocating Bond Proceeds from Thames Street Rehabilitation Program to Road Maintenance and Rehabilitation Program**

RESOLUTION REALLOCATING BOND PROCEEDS FROM THAMES STREET REHABILITATION PROJECT TO ROAD MAINTENANCE AND REHABILITATION PROJECT

WHEREAS, the Town of Groton authorized \$6,375,505 general purpose bonds for the design and reconstruction of Thames Street pursuant to Ordinance No. 275, and

WHEREAS, \$5,230,000 principal amount of such bonds were sold as part of \$8,945,000 General Obligation Bonds, Issue of 2014, Lot A, and upon the issuance of such bonds and the receipt of grants in the amount of \$500,000, the total amount of such bonds remaining authorized but unissued was reduced to \$645,505, and

WHEREAS, since the bonds were issued in 2014, and with the receipt of DECD grant funds, the project has been completed and there remain unexpended bond proceeds in the amount of \$791,779.25, and

WHEREAS, the excess bond proceeds for the Thames Street can be applied to the Road Maintenance and Rehabilitation project authorized pursuant to Ordinance No. 277 and thereby reduce the amount of bonds needed to be issued for the Road Maintenance and Rehabilitation project, now therefore be it

RESOLVED, that the Town Manager and Director of Finance are authorized to apply any excess bond proceeds, in such amounts as they shall determine are available, from Ordinance No. 275 to the Road Maintenance and Rehabilitation project authorized pursuant to Ordinance No. 277.

**A motion was made by Councilor Peruzzotti, seconded by Councilor Moravsik, that this matter be Adopted.**

**The motion carried unanimously**

**2017-0057      Public Hearing on FYE 2018 Proposed Budget**

RESOLUTION SETTING PUBLIC HEARING DATE ON THE FYE 2018 PROPOSED BUDGET

RESOLVED, that the Groton Town Council will hold a public hearing on the FYE 2018 Proposed Budget, pursuant to Section 9.3.1 of the Town Charter, on Wednesday, March 29, 2017 at 7:00 p.m. at the Groton Senior Center, Newtown Road (Route 117), Groton, Connecticut.

**A motion was made by Councilor Nault, seconded by Councilor Peruzzotti, that this matter be Adopted.**

**The motion carried unanimously**

**2017-0055      Resolution Setting RTM Budget Meeting Date for the FYE 2018 Annual Town Budget**

RESOLUTION SETTING RTM BUDGET MEETING DATE ON THE FYE 2018 ANNUAL TOWN BUDGET

WHEREAS, Section 9.3.1 of the Groton Town Charter requires that the Town Council determine the date for the annual budget meeting of the Representative Town Meeting, now therefore be it

RESOLVED, that the Annual Budget Meeting of the Representative Town Meeting will be held on Monday, May 1, 2017 at 7:00 p.m. at the Groton Senior Center, Newtown Road, Groton, Connecticut.

**A motion was made by Councilor Nault, seconded by Councilor Peruzzotti, that this matter be Adopted.**

The motion carried unanimously

2017-0060

**Resolution Setting Public Hearing Date on Adoption of City and Town Development Act for Branford Manor Redevelopment**

RESOLUTION TO SET A DATE FOR AND TO GIVE NOTICE OF A PUBLIC HEARING TO BE HELD TO RECEIVE PUBLIC COMMENT ON RESOLUTIONS TO ADOPT THE CONNECTICUT CITY AND TOWN DEVELOPMENT ACT AS TO THE BRANFORD MANOR LOW-INCOME SUBSIDIZED RENTAL HOUSING PROJECT ON SHENNECOSSETT ROAD, AND TO DESIGNATE THE BRANFORD MANOR PROPERTY A "DEVELOPMENT PROPERTY" AND AUTHORIZE THE TOWN MANAGER TO NEGOTIATE AND EXECUTE A TAX INCENTIVE DEVELOPMENT AGREEMENT WITH THE CONTRACT PURCHASER OF THE BRANFORD MANOR PROJECT

WHEREAS, the Town of Groton is considering a resolution by which to adopt the Connecticut City and Town Development Act ("Act") for the purposes of the redevelopment, rehabilitation, continued operation and management of the Branford Manor low-income subsidized rental housing complex on Shennecossett Road ("Branford Manor"), and

WHEREAS, the Town is also considering two additional resolutions to exercise powers under the Act, one to designate the Branford Manor property a "Development Property" and the other to authorize the Town Manager to negotiate and execute a tax incentive development agreement with the contract purchaser of Branford Manor; and

WHEREAS, the Act requires that all powers it grants a municipality be exercised by way of separate municipal resolutions, following notice and a public hearing on each; and

WHEREAS, the Act requires a municipality to publish notice of the public hearing together with a summary of the proposed resolution in a newspaper with a general circulation in the municipality, no less than five nor more than fourteen days before the hearing; and

WHEREAS, the Act requires a municipality to file a notice of each proposed resolution in its Town Clerk's office for public inspection no less than five nor more than fourteen days before said public hearing.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF GROTON, CONNECTICUT, that the Town Manager is directed to file a notice of the three Resolutions the titles of which are stated below ("Resolutions") in the Town Clerk's office on March 8, 2017 and to publish a summary of said Resolutions together with the time and place of the public hearing in the New London Day, each; and be it further

RESOLVED, that the Town Council hereby schedules a public hearing on March 21, 2017 at 7:30 p.m. at Town Hall Annex, Community Room 1, on the adoption of the Resolutions as summarized below\*:

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF GROTON, CONNECTICUT ADOPTING THE CONNECTICUT CITY AND TOWN DEVELOPMENT ACT FOR THE PURPOSES OF THE REHABILITATION, REPAIR, IMPROVEMENT AND OPERATION OF THE BRANFORD MANOR INCOME-LIMITED SUBSIDIZED RENTAL HOUSING DEVELOPMENT AT 400 SHENNECOSSETT ROAD, GROTON, CONNECTICUT

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF GROTON, CONNECTICUT TO DECLARE THE PROPERTY AT 400 SHENNECOSSETT ROAD, GROTON, CONNECTICUT A DEVELOPMENT PROPERTY UNDER THE CONNECTICUT CITY AND TOWN DEVELOPMENT ACT

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF GROTON, CONNECTICUT TO AUTHORIZE A REAL PROPERTY TAX INCENTIVE AGREEMENT UNDER THE CONNECTICUT CITY AND TOWN DEVELOPMENT ACT FOR THE IMPROVEMENT AND OPERATION OF A LOW-INCOME SUBSIDIZED RENTAL HOUSING COMPLEX AT 400 SHENNECOSSETT ROAD, GROTON, CONNECTICUT

\* Because Branford Manor is located in both the Town and the City of Groton, and the City is considering the adoption of resolutions similar to the Resolutions described above, the public hearing scheduled hereby will be a joint public hearing of the Town and the City Councils.

**A motion was made by Councilor Antipas, seconded by Councilor Peruzzotti, that this matter be Adopted.**

**The motion carried unanimously**

**2017-0058**

**Assistant to the Town Manager Job Description**

RESOLUTION APPROVING JOB DESCRIPTION FOR ASSISTANT TO THE TOWN MANAGER

WHEREAS, Town Manager Mark Oefinger has announced his retirement, and anticipated budget limitations preclude the hiring of an Assistant Town Manager in the near future, and

WHEREAS, the Assistant to the Town Manager job description has been revised to reflect increased administrative and managerial duties, and

WHEREAS, the Town Council believes that the Assistant to the Town Manager position would provide a cost effective option to an Assistant Town Manager and would provide necessary support to the next Town Manager as he or she transitions to the Town of Groton organization, now therefore be it

RESOLVED, that the Town Council approves the attached job description for the Assistant to the Town Manager dated February 2017.

**A motion was made by Councilor Watson, seconded by Councilor Nault, that this matter be Adopted.**

**The motion carried unanimously**

**2016-0222**

**Town Manager Annual Evaluation**

RESOLUTION ADOPTING THE TOWN MANAGER'S COMPENSATION

WHEREAS, the Town Council is required to review the performance of the Town Manager on an annual basis, and

WHEREAS, Town Councilors have reviewed the performance of Town Manager Mark R. Oefinger for the period of July 1, 2015 through June 30, 2016, and

WHEREAS, the Town Manager's overall performance for July 1, 2015 through June 30, 2016 was rated as "exceeds expectations," now therefore be it

RESOLVED, that the Town Manager shall receive a 2.0% salary increase retroactive to July 1, 2016.

**A motion was made by Councilor Watson, seconded by Councilor Peruzzotti, that this matter be Adopted.**

*Councilor Nault stated that she cannot support a raise for the Town Manager in this budget crisis and climate. She noted that her comments have nothing to do with the Town Manager's overall performance.*

*Councilor Antipas noted that the total amount of money is approximately \$2,900. He stated that if*

*the Council had done its job and reviewed the Town Manager months before he announced his retirement and given him the same endorsement it is giving him now, he would have received a 2% raise. He noted the timing is unfortunate. He stated that he understands what Councilor Nault is saying.*

*Councilor Nault noted that it is not only \$2,900 because it is added to his pension. She noted that the amount of money is not the issue; it is the perception.*

*Councilor Antipas noted that if the Council had done its job in July, the two-percent raise would have been given then.*

*Councilor Nault stated that she disagrees because the Council did its job.*

*Councilor Barber stated that she thought the evaluation had been finished last summer. She stated that she agrees with Councilor Nault but understands what Councilor Antipas is saying. She noted that this is nothing personal against Mark Oefinger, but she has a hard time with the raise.*

*Mayor Flax noted that this is the last evaluation that the Town Manager will receive. He thanked Manager Oefinger for staying on through the budget process through June 02, 2017. He stated that he appreciates with Town Manager Oefinger has meant to the Town. He noted that he understands what Councilor Nault is saying regarding the fiscal crisis, but he agrees with Councilor Antipas. He noted that there are union and non-union employees in Groton, and the unions negotiated raises. He stated that we want to make sure the employees of the Town are taken care of the best we can and within our means.*

**The motion carried by the following vote:**

**Votes:** In Favor: 6 - Mayor Flax, Councilor Antipas, Councilor Morton, Councilor Peruzzotti, Councilor Watson and Councilor Moravsik  
Opposed: 2 - Councilor Nault and Councilor Barber

## **X. ADJOURNMENT**

*Councilor Peruzzotti made a motion to adjourn, seconded by Councilor Watson. Mayor Flax adjourned the meeting at 9:01 p.m.*

*Attest:*

*Betsy Moukawsher  
Groton Town Clerk  
Clerk of the Council*