



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 Rita M. Schmidt, Councilors Dean Antipas, Genevieve Cerf, Joe de la Cruz, Bruce S. Flax, Bob Frink, Rich Moravsik, Deborah L. Peruzzotti and Harry A. Watson

Tuesday, March 17, 2015

7:30 PM

Town Hall Annex - Community Room 1

REGULAR MEETING

I. ROLL CALL

The meeting was called to order at 7:34 p.m. by Mayor Schmidt.

Members Present: Mayor Schmidt, Councilor Cerf, Councilor de la Cruz, Councilor Flax, Councilor Frink, Councilor Moravsik, Councilor Peruzzotti, Councilor Watson and Councilor Antipas

Also present were the Town Manager Mark Oefinger and the Deputy Town Clerk Antoinette Pancaro.

II. SALUTE TO THE FLAG

The Salute to the Flag was led by Councilor Antipas.

III. RECOGNITION, AWARDS & MEMORIALS

None.

IV. RECEIPT OF CITIZENS' PETITIONS, COMMENTS AND CONCERNS

Rosanne Kotowski, 24 Ann Avenue, Mystic, complimented Councilor de la Cruz and his family for publicly sharing their story with drug addiction. She stated that she supports economic development but is concerned that any growth will only increase government spending. She urged the Town Councilors to vote against the new positions on tonight's agenda. She noted that at the COW meeting last week, Austin, Texas and its Sustainability Department was referenced as a model for Groton. She questioned how a big city with a budget of \$850,600,000, 885,400 people and 297 square miles could compare to Groton. She also urged the Town Council not to approve additional money for the Market Analysis.

V. RESPONSES TO CITIZENS' PETITIONS, COMMENTS AND CONCERNS

None.

VI. CONSENT CALENDAR

a. Approval of Minutes

2015-0061 Approval of Minutes (Town Council)

RESOLUTION ACCEPTING TOWN COUNCIL MINUTES

RESOLVED, that the minutes of the Town Council meeting of March 3, 2015 are hereby accepted and approved.

This Matter was Adopted on the Consent Calendar.

b. Administrative Items

2015-0046 Special Trust Fund Contributions

RESOLUTION ACCEPTING CONTRIBUTIONS TO SPECIAL TRUST FUNDS

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

Margaret and Franz Adams - \$200.00 - Groton Utilities Energy Assistance Program

Joseph and Arlene Atwood - \$50.00 - Groton Utilities Energy Assistance Program

Lionel and Sandra Banda - \$10.00 - Groton Utilities Energy Assistance Program
David and Veronica Cousens - \$25.00 - Groton Utilities Energy Assistance Program
Barbara Gay - \$25.00 - Groton Utilities Energy Assistance Program
Nancy Jewett - \$200.00 - Groton Utilities Energy Assistance Program
Mary Johnson - \$25.00 - Groton Utilities Energy Assistance Program
Lucille Laccetti - \$50.00 - Groton Utilities Energy Assistance Program
Mark Makowski - \$30.00 - Groton Utilities Energy Assistance Program
Louis and Lenore Milner - \$200.00 - Groton Utilities Energy Assistance Program
E. A. Roule - \$5.00 - Groton Utilities Energy Assistance Program
James and Ann Sailors - \$25.00 - Groton Utilities Energy Assistance Program
Bette Thomson - \$20.00 - Groton Utilities Energy Assistance Program
Marilyn and John Turkowski - \$25.00 - Groton Utilities Energy Assistance Program
Lee White - \$50.00 - Groton Utilities Energy Assistance Program
William White - \$15.00 - Groton Utilities Energy Assistance Program
Fitch Class of 1954 - \$400.00 - Parks and Recreation Revolving
Allaire, Aimee - \$4.00 - Parks and Recreation Revolving
Anderson, Benjamin - \$24.00 - Parks and Recreation Revolving
Casey, Marci - \$20.00 - Parks and Recreation Revolving
Champion, Sandra - \$9.00 - Parks and Recreation Revolving
Coffey, Marilyn - \$10.00 - Parks and Recreation Revolving
Conrad, Carl - \$20.00 - Parks and Recreation Revolving
Courter, Michael - \$10.00 - Parks and Recreation Revolving
Du Rocher, Nora Belle - \$20.00 - Parks and Recreation Revolving
Dunn, Judith - \$5.00 - Parks and Recreation Revolving
Duran, Juan - \$5.00 - Parks and Recreation Revolving
Erike, Chinwe - \$40.00 - Parks and Recreation Revolving
Eskra, James - \$40.00 - Parks and Recreation Revolving
Grundy, Larry - \$15.00 - Parks and Recreation Revolving
Harrison, Margaret - \$10.00 - Parks and Recreation Revolving
Hogan, Elizabeth - \$5.00 - Parks and Recreation Revolving
Huck, Lauren - \$10.00 - Parks and Recreation Revolving
Jordan, Arnold - \$15.00 - Parks and Recreation Revolving
Kelledes, Pride - \$6.00 - Parks and Recreation Revolving
King, Heather - \$10.00 - Parks and Recreation Revolving
Knobloch, Lisa - \$5.00 - Parks and Recreation Revolving
Lavallee, Beverly - \$5.00 - Parks and Recreation Revolving
Martin, Eric - \$50.00 - Parks and Recreation Revolving
Martin, Rebecca - \$50.00 - Parks and Recreation Revolving
Matteson, Amy - \$50.00 - Parks and Recreation Revolving
Nelson, Emily - \$5.00 - Parks and Recreation Revolving
Nelson, Katherine - \$10.00 - Parks and Recreation Revolving
Nelson, Nina - \$5.00 - Parks and Recreation Revolving
Roschmann, Kathryn - \$10.00 - Parks and Recreation Revolving
Simmons, Penelope - \$10.00 - Parks and Recreation Revolving
Stoddard, Katy - \$6.00 - Parks and Recreation Revolving
Stone, Jennifer - \$25.00 - Parks and Recreation Revolving
Taylor, Lawrence - \$1.00 - Parks and Recreation Revolving
Troutman, Merin - \$10.00 - Parks and Recreation Revolving
Turello, Arianna - \$20.00 - Parks and Recreation Revolving
Ward, Johanna - \$10.00 - Parks and Recreation Revolving
Wilhelm, Katherine - \$40.00 - Parks and Recreation Revolving
Yellow Robe, Jeanne - \$2.00 - Parks and Recreation Revolving
Zimmermann, Marsha - \$30.00 - Parks and Recreation Revolving
Zod, Katherine - \$5.00 - Parks and Recreation Revolving

Burke, Emily - \$13.00 - Parks and Recreation Revolving
Carrigan, Patricia - \$20.00 - Parks and Recreation Revolving
Cicchese, Eileen - \$31.74 - Parks and Recreation Revolving
Colgan, Karen - \$10.00 - Parks and Recreation Revolving
Coutu, Jane - \$60.00 - Parks and Recreation Revolving
Darling, Diane - \$12.00 - Parks and Recreation Revolving
Decorte-Mcmillan, Susan - \$2,500.00 - Parks and Recreation Revolving
Fournier, Kelsey - \$200.00 - Parks and Recreation Revolving
Fournier, Mark - \$100.00 - Parks and Recreation Revolving
Frost, Heather - \$50.00 - Parks and Recreation Revolving
Garcia, Patricia - \$10.00 - Parks and Recreation Revolving
Green, Lillian - \$10.00 - Parks and Recreation Revolving
Hoffman, Catherine - \$50.00 - Parks and Recreation Revolving
Secadd, Inc. - \$500.00 - Parks and Recreation Revolving
Jordan, Arnold - \$10.00 - Parks and Recreation Revolving
Ledwidge, James - \$10.00 - Parks and Recreation Revolving
Ledwidge, Janet - \$12.00 - Parks and Recreation Revolving
Main, Heather - \$5.00 - Parks and Recreation Revolving
Marshall, Elizabeth - \$10.00 - Parks and Recreation Revolving
Milnarik, Andrew - \$25.00 - Parks and Recreation Revolving
Motin, Eric - \$10.00 - Parks and Recreation Revolving
Nelson, Emily - \$5.00 - Parks and Recreation Revolving
Nelson, Nina - \$10.00 - Parks and Recreation Revolving
Knights of Columbus - \$300.00 - Parks and Recreation Revolving
Pineault, Daniel - \$20.00 - Parks and Recreation Revolving
Spellane, Joanne - \$25.00 - Parks and Recreation Revolving
Strother, Barbara - \$105.80 - Parks and Recreation Revolving
Walsh, Phyllis - \$190.00 - Parks and Recreation Revolving
Williams, Wesley - \$10.00 - Parks and Recreation Revolving
Wydler, Ken - \$5.00 - Parks and Recreation Revolving
Zabinsky, Lillian - \$400.00 - Parks and Recreation Revolving
Zabinsky, Neil - \$10.00 - Parks and Recreation Revolving
Zarn, Kirsti - \$52.91 - Parks and Recreation Revolving
Zayas-Mendin, Mayra - \$56.00 - Parks and Recreation Revolving
Zimmermann, Marsha - \$25.00 - Parks and Recreation Revolving
Noank Rowing - \$3,000.00 - Parks and Recreation Revolving
Bernard Allen - \$100.00 - Groton Utilities Energy Assistance Program
Mary Atha - \$50.00 - Groton Utilities Energy Assistance Program
W. Benjamin Buehler - \$50.00 - Groton Utilities Energy Assistance Program
Audrey Burgess - \$3.00 - Groton Utilities Energy Assistance Program
Lawrence Clay - \$50.00 - Groton Utilities Energy Assistance Program
Bruno and Jane Giuliani - \$50.00 - Groton Utilities Energy Assistance Program
Bernetta and Richard Hughes - \$20.00 - Groton Utilities Energy Assistance Program
Jean Kennedy - \$50.00 - Groton Utilities Energy Assistance Program
Robert Kenyon - \$50.00 - Groton Utilities Energy Assistance Program
Frank and Julie Koehn - \$10.00 - Groton Utilities Energy Assistance Program
Claire Ladyka - \$10.00 - Groton Utilities Energy Assistance Program
Stephen and Johanna Lamb - \$25.00 - Groton Utilities Energy Assistance Program
Anna Marie Landry - \$100.00 - Groton Utilities Energy Assistance Program
William and Carole Lange - \$20.00 - Groton Utilities Energy Assistance Program
Clifton Martelle - \$50.00 - Groton Utilities Energy Assistance Program
James Miller - \$20.00 - Groton Utilities Energy Assistance Program
Demetrios Orphanides - \$50.00 - Groton Utilities Energy Assistance Program
Anne-Marie Quagliaroli - \$20.00 - Groton Utilities Energy Assistance Program

Pauline and Kevin Robillard - \$25.00 - Groton Utilities Energy Assistance Program
Jeanne Schneider - \$5.00 - Groton Utilities Energy Assistance Program
Kathleen and David Vanner - \$25.00 - Groton Utilities Energy Assistance Program
Jeffrey Wall - \$20.00 - Groton Utilities Energy Assistance Program

This Matter was Adopted on the Consent Calendar.

c. Deletions from the Town Council Referral List

2014-0334 Town Council Appointment Policy Modification

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2015-0034 Small Cities Development Block Grant - 2015 Application

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2015-0045 First Supplemental Design Agreement for Crystal Lake Road Reconstruction

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2015-0047 Historic Documents Preservation Grant (2016)

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2015-0053 Pfizer Community Grant - Library Local History Room/Computer Lab

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2015-0054 Reappointment of Susan Kietzman to Library Board

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2015-0055 Reappointment of Jeffrey Pritchard to Planning Commission

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2015-0056 Reappointment of Dorothy Eames to Community Development Advisory Committee

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2015-0057 Reappointment of Carol Pratt to Retirement Board

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2015-0058 Library Circle of Friends Grant (Informational Only)

This Matter was Deleted from Referral List - No further action on the Consent Calendar.

2015-0062 Job Descriptions for the Library

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2015-0063 Increase in Hours for Office Assistant III (Office of Planning and Development Services)

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2015-0064 Job Description for Assistant Director of Planning and Development

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2015-0065 Market Analysis and Regulatory Audit Focus Group

This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

2015-0066 Allocation of Funds for Market Analysis/Regulatory Audit and Additional Service Tasks

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 Flax, to adopt the Consent Calendar, including all the preceding items marked as having been adopted on the Consent Calendar.

The motion carried unanimously

The Town Manager clarified that the Historic Documents Preservation Grant on tonight's agenda is intended to be used for restoration of Vital Records, not Land Records, as was noted in the

minutes of the March 10, 2015 COW meeting.

The Mayor noted the extensive list of generous donations that were accepted for various special trust funds on the agenda. She thanked all the citizens for their contributions.

VII. COMMUNICATIONS & REPORTS (Other than Committee Reports)

a. Town Councilors

Councilor Cerf reported that she attended the Town Council Finance Committee meeting that was held this evening.

Councilors Flax and Watson attended the BOE/Town & City Councils/RTM Liaison Committee meeting.

Councilors Watson and Moravsik attended the Steering Committee to Procure the Groton Sail on March 12th.

Councilor de la Cruz attended the Fitch High School Fall Sports meeting where his son gave a presentation about his struggle with drug addiction. He stated that a focus group is being formed to address the drug addiction problem in the Town of Groton.

Mayor Schmidt stated that she attend the AT & T ribbon cutting ceremony for their newest location in the Groton Shoppers' Plaza. State Rep. John Scott and State Senator Andrew Maynard were in attendance. She attended the Energy/Environment Committee meeting on March 9th, the Tourism Challenge Grants meeting on March 11th, and the Steering Committee for the Groton Sail on March 12th. She announced that there will be a hearing on a legislative bill that State Reps. Scott and Bumgardner co-sponsored, in Hartford on March 20th. The bill is to seek funding for a second shellfish testing laboratory that would be located at Avery Point.

b. Clerk of the Representative Town Meeting

Deputy Town Clerk Antoinette Pancaro reported that the RTM will meet at their regularly scheduled meeting on Wednesday, April 8, 2015 at the Groton Senior Center at 7:30 pm. They have one item for new business, 2014-0337 Contingency Transfer for Maintenance and Operation of Fitch Middle School Building. FYE 2016 Budget books are now available at the Town Clerk's office and the information is also posted on the Town of Groton website.

c. Clerk of the Council

Deputy Town Clerk Antoinette Pancaro reported that the office received an e-mail from Edward R. Johnson regarding questions about the proposed new middle school. She also reported on an e-mail received from Wil Langdon regarding the coyote population problem in Mystic. She reported that the FOI Annual Conference will be held on Friday, April 10, 2015 from 8:00 am to 2:00 pm at the Riverhouse at Goodspeed Station in Haddam, The office received notice that Charles Miller was appointed to the Golf Advisory Board by the Parks and Recreation Commission. She also reported that the office received the Poquonnock Bridge Audit Report, FYE June 30, 2014. It is available for viewing at the Town Clerk's office.

d. Town Manager

The Town Manager noted that he provided the Outside Agency packet to the Town Council to use as additional information for their budget deliberation meetings. He spoke about another handout regarding the Building Condition Assessment for Fitch Middle School which will be on the next COW agenda. He also noted another packet for an upcoming meeting with Client First, the computer consultants hired to conduct a town-wide assessment. He reported that Aquarion Water Company is planning to replace an existing water tank on Bern Court, with a 250,000 gallon water tank. The company may be interested in placing the tank on property at Northeast Academy. The Town Council may need to grant an easement if it is decided to place the water tank on the school property. He continued reviewing items to be placed on the COW agenda for the

meeting on March 24th.

The Town Manager, at the request of Councilor Cerf, further explained the function of the Eastern Connecticut Workforce Investment Board (EWIB) and the proposal from Hall Communications regarding job opportunities for people who are laid off.

VIII. COMMITTEE REPORTS

a. Community Relations - Chairman de la Cruz

No meeting, no report.

b. Finance - Chairman Frink

No report.

c. Personnel & Appointments - Chairman Flax

Councilor Flax reported on the meeting of March 3, 2015. The items on the agenda tonight are the referred appointments from the committee. He also read the proposed change to the rules regarding reappointments of Board and Commission Chairs.

d. Rules - Chairman Frink

No meeting, no report.

e. Committee of the Whole - Mayor Schmidt

Mayor Schmidt reported on the Committee of the Whole meeting that was held on March 10, 2015. All of the items that were taken up at that meeting are on tonight's agenda.

IX. NEW BUSINESS

2014-0334 Town Council Appointment Policy Modification

RESOLUTION APPROVING A REVISED TOWN COUNCIL APPOINTMENT POLICY FOR BOARDS AND COMMISSIONS

WHEREAS, the Town Council Appointments Policy was last revised effective November 7, 2012, and

WHEREAS, the Personnel and Appointments Committee of the Town Council has considered a revision to the policy regarding the reappointment of unaffiliated chairpersons of boards and commissions, now therefore be it

RESOLVED, that the Town Council adds Sec 4.3.4 and adopts the Town Council Appointments Policy as attached, said policy to be effective immediately.

A motion was made by Councilor de la Cruz, seconded by Councilor Moravsik, that this matter be Adopted.

The motion carried unanimously

2015-0034 Small Cities Development Block Grant - 2015 Application

RESOLUTION AUTHORIZING THE SUBMISSION OF A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR THE GROTON HOUSING AUTHORITY

WHEREAS, federal monies are available under the Title I of the Housing and Community Development Act of 1974, 42 U.S.C. § 5301, et. seq., as amended, also known as Public Law 93-383, and administered by the State of Connecticut, Department of Economic and Community Development as the Connecticut Small Cities Community Development Block Grant Program; and

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of the State of Connecticut Department of Economic and Community Development is authorized to disburse such federal monies to local municipalities; and

WHEREAS, the Town of Groton wishes to provide financial assistance to the eligible public housing authority to upgrade their residential buildings, making them decent, safe and sanitary; and

WHEREAS, the Town of Groton conducted public hearings to receive citizen comments on housing and community development needs, prioritizing the housing authority as a community need; and

WHEREAS, it is desirable and in the public interest that the Town of Groton make application to the State for \$800,000 in order to undertake a Small Cities Community Development project and to execute an Assistance Agreement therefore, should one be offered; now therefore be it

RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF GROTON: 1. That it is cognizant of the conditions and prerequisites for the State financial assistance imposed by Part VI of Chapter 130 of the Connecticut General Statute; and 2. That the filing of an application for State financial assistance by the Town of Groton in an amount not to exceed \$800,000 is hereby approved and that Mark Oefinger, Town Manager is hereby authorized and directed to file such application with the Commissioner of the Department of Economic and Community Development; to provide such additional information; to execute such other documents as may be required by the Commissioner; to execute an Assistance Agreement with the State of Connecticut for financial assistance if such an agreement is offered; to execute any amendments, recessions, and revisions thereto; to implement project activities, if approved; and, to act as the authorized representative of the Town of Groton and to execute any other agreement or contract relative to said project. 3. That it adopts or has adopted on behalf of the Town of Groton a policy to support the following nondiscrimination agreements and warranties provided in subsection (a)(J) of Connecticut General Statutes sections 4a-60 and 4a-60a, respectively, as amended by Public Act 07 -142, and for which purposes the "contractor" is the Town of Groton and "contract" is said Assistance Agreement:

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut.

The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved.

The contractor agrees and warrants that in the performance of the contract, such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation.

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

The motion carried unanimously

2015-0045

First Supplemental Design Agreement for Crystal Lake Road Reconstruction

RESOLUTION AUTHORIZING THE TOWN MANAGER TO SIGN THE FIRST SUPPLEMENTAL AGREEMENT FOR CRYSTAL LAKE ROAD RECONSTRUCTION PLANS, SPECIFICATIONS, AND ESTIMATES

RESOLVED, that Mark R. Oefinger, Town Manager, is hereby authorized to sign the agreement

entitled "First Supplemental Agreement to the Original Agreement dated June 12, 2013 between the State of Connecticut and the Town of Groton for the Development of Contract Plans, Specifications and Estimates for Crystal Lake Road Reconstruction Utilizing Federal Funds under the Urban Component of the Surface Transportation Program."

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

The motion carried unanimously

2015-0047 Historic Documents Preservation Grant (2016)

RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE AND DELIVER A CONTRACT FOR A HISTORIC DOCUMENTS PRESERVATION GRANT

WHEREAS, the Town of Groton will benefit by the continuance of the Historic Documents Preservation Program which will be enabled and enhanced by grant funding, now therefore be it

RESOLVED, that Mark R. Oefinger, Town Manager of the Town of Groton, is empowered to execute and deliver in the name and on behalf of this municipality a contract with the Connecticut State Library for an Historic Documents Preservation Grant.

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

The motion carried unanimously

2015-0053 Pfizer Community Grant - Library Local History Room/Computer Lab

RESOLUTION AUTHORIZING THE TOWN MANAGER OR HIS DESIGNEE TO SEEK GRANT FUNDING FROM THE PFIZER COMMUNITY GRANTS PROGRAM TO PURCHASE FURNITURE FOR GROTON PUBLIC LIBRARY'S LOOKING FORWARD, GIVING BACK RENOVATION PROJECT

WHEREAS, protecting and preserving materials about the history of Groton is an important role of the Groton Public Library and the expanded local history room will require appropriate furnishings, and

WHEREAS, furnishing the computer lab with furniture that allows for easy rearrangement providing a more flexible space, and

WHEREAS, the Pfizer Community Grant has funds available to revitalize local communities and support local civic and cultural institutions, now therefore be it

RESOLVED, that the Groton Town Council hereby authorizes the Town Manager or his designee to seek grant funding in the amount of \$25,000.00 from the Pfizer Community Grants Program, which will be utilized by Groton Public Library to purchase furniture as outlined in the architectural plans for the local history room and computer lab in the Looking Forward, Giving Back renovation project.

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

The motion carried unanimously

2015-0054 Reappointment of Susan Kietzman to Library Board

RESOLUTION REAPPOINTING SUSAN KIETZMAN TO THE LIBRARY BOARD

RESOLVED, that Susan B. Kietzman, 25 West Mystic Avenue, Mystic, is hereby reappointed to the Library Board for a term expiring 12/31/17.

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

The motion carried unanimously

2015-0055 Reappointment of Jeffrey Pritchard to Planning Commission

COMMISSION

RESOLVED, that Jeffrey C. Pritchard, 31 West Mystic Avenue, Mystic, is hereby reappointed to the Planning Commission for a term expiring 12/31/19.

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

The motion carried unanimously

2015-0056 Reappointment of Dorothy Eames to Community Development Advisory Committee

RESOLUTION REAPPOINTING DOROTHY EAMES TO THE COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

RESOLVED, that Dorothy Eames, 83 Pine Island Road, is hereby reappointed to the Community Development Advisory Committee for a term ending 2/7/18.

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

The motion carried unanimously

2015-0057 Reappointment of Carol Pratt to Retirement Board

RESOLUTION REAPPOINTING CAROL PRATT TO THE RETIREMENT BOARD

RESOLVED, that the Town Council reappoints Carol W. Pratt as a participant member to the Retirement Board for a term ending 12/31/17.

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

The motion carried unanimously

2015-0062 Job Descriptions for the Library

RESOLUTION APPROVING JOB DESCRIPTIONS FOR THE LIBRARY

WHEREAS, the Groton Public Library seeks to redefine and update job descriptions, simplify the organizational structure, and bring equity to the pay scale associated with each job title, now therefore be it

RESOLVED, that the Town Council approves the attached job descriptions for Library Assistant, Librarian I - Circulation, Librarian I - Public Services, and Librarian II, all dated March 2015.

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

The motion carried unanimously

2015-0063 Increase in Hours for Office Assistant III (Office of Planning and Development Services)

RESOLUTION APPROVING INCREASE IN HOURS FOR OFFICE ASSISTANT III IN THE OFFICE OF PLANNING AND DEVELOPMENT SERVICES

WHEREAS, due to an increasing workload, the Office of Planning and Development Services (OPDS) has proposed that the hours per week for the Office Assistant III be increased from 35 to 40, and

WHEREAS, the addition of five hours per week for this position will align the position's hours with those of the Director of OPDS, planners, and other senior and technical staff, now therefore be it

RESOLVED, that the Town Council approves the increase from 35 hours per week to 40 hours per week for the Office Assistant III in the Office of Planning and Development Services, effective immediately.

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

In response to Councilor Flax's question, the Town Manager explained that the job description

needed to be updated to reflect the new hours. In response to Councilor Cerf's question, he explained that there are employees who work hours outside their normal, scheduled 35 or 40 hours per week. Often they are attending night meetings. In this case, the employee is compensated for those hours as overtime.

The motion carried unanimously

2015-0064

Job Description for Assistant Director of Planning and Development

RESOLUTION APPROVING JOB DESCRIPTION FOR THE ASSISTANT DIRECTOR OF PLANNING AND DEVELOPMENT

WHEREAS, the Office of Planning and Development Services has identified the need for an Assistant Director of Planning and Development in order to implement desired changes to the Town of Groton regulatory process and economic development goals, manage and supervise staff, and administer special projects and yearly initiatives, and

WHEREAS, a vacant Inspection Services Technician position will not be filled allowing the Assistant Director position to be filled in the current fiscal year (FYE 2015), now therefore be it

RESOLVED, that the Town Council approves the attached job description for the Assistant Director of Planning and Development, revised March 2015.

A motion was made by Councilor de la Cruz, seconded by Councilor Frink, that this matter be Adopted.

Councilor Peruzzotti expressed her concerns with supporting this position, how it will be funded and the added expenses beyond the salary. The Town Manager explained that the funding for this position would be absorbed in part by utilizing funds from a vacant position and from other cost saving measures. He estimated that the position would receive approximately \$30,000 a year in benefits. Councilor Peruzzotti stated the importance of making the right choices in the right places. The Town Manager expressed that the intent of the Assistant Director position is to manage the day-to-day procedures to allow the Director more flexibility to pursue greater economic opportunities for the Town.

Councilor Frink shared his opinions and he expressed his support for economic development and this position.

Councilor de la Cruz stated his support for this position and his trust that the Director of OPDS will insure that the individual hired will satisfy our objectives.

Councilor Flax explained his support for the job description, but he stated that he will not support it in the budget if it is not paid for through cuts in other areas of spending.

Councilor Moravsik expressed his support for this position and he believes that the Town Council has committed itself to pursuing economic growth. He agrees with Councilors Frink and Peruzzotti that there needs to be a balance.

Councilor Antipas stated that he understands the need to make an investment toward economic growth and supports the concept, but that he is concerned about how the new position will be funded and how it will ultimately function.

Councilor Cerf expressed her opinion and questioned why the Director is asking for this new position to be created. She stated that it is important for the Town Council to use attrition and not to replace positions that are vacant in order to relieve some of the tax burden.

Councilor de la Cruz added that he believes that the Town Council should support the Director of Planning and make an assessment of his progress in two years.

The motion carried by the following vote:

Votes: In Favor: 8 - Mayor Schmidt, Councilor Cerf, Councilor de la Cruz, Councilor Flax, Councilor Frink, Councilor Moravsik, Councilor Peruzzotti and Councilor Watson
Opposed: 1 - Councilor Antipas

2015-0065 Market Analysis and Regulatory Audit Focus Group

RESOLUTION ESTABLISHING A MARKET ANALYSIS AND REGULATORY AUDIT FOCUS GROUP

WHEREAS, the Town is undertaking a legislative policy initiative to increase revenues, and has hired a consultant to conduct a community market analysis, a land use regulatory audit, and an analysis of priority development sites, and

WHEREAS, it is desirable to establish an advisory focus group for the duration of the project to provide feedback to the project team, channel community input, disseminate project information, and identify issues and concerns, and

WHEREAS, the focus group should consist of members of land use agencies and key members of the community, now therefore be it

RESOLVED, that the Town Council establishes a comprehensive Market Analysis and Regulatory Audit Focus Group consisting of one representative from each of the following groups/areas, to be appointed by the Town Manager and/or Director of the Office of Planning and Development Services:

Planning Commission
Zoning Commission
Economic Development Commission
Representative Town Meeting
Board of Education
Town Council
Groton Business Association
Downtown Mystic Businesses
Groton Small Businesses
Groton Utilities
Commercial Realtors
Development Professionals (engineer, attorney, etc.)
Large Land Owners (commercial, industrial or residential)
Industrial Developers that have completed a development in the last two years
Residential Developers that have completed a development in the last two years
Downtown Groton or Long Hill Business District
Office of the Superintendent of Schools
Manufacturing Industry
Defense Industry
Groton Open Space Association
Noank
Groton Long Point
City of Groton
Mystic

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

Councilor Peruzzotti asked and was assured that the appointments from Noank, Groton Long Point, the City of Groton, and Mystic would be of residents, citizens at large.

The motion carried unanimously

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2015-0066 Allocation of Funds for Market Analysis/Regulatory Audit and Additional Service Tasks**RESOLUTION ALLOCATING FUNDS FOR MARKET ANALYSIS AND REGULATORY AUDIT AND OTHER SERVICE TASKS**

WHEREAS, the Town Council previously authorized the use of \$125,000 from Legislative-Initiatives (#10017) for a proposed land use regulatory review and a market analysis and review, and

WHEREAS, the Town solicited Requests for Qualifications (RFQ) and a selection committee selected the team of VHB and Camoin Associates, and

WHEREAS, the cost of the market analysis, regulatory audit, and analysis of opportunity areas is \$150,000, and

WHEREAS, the project Scope of Services identifies potential additional service tasks including additional meetings, economic development marketing materials, a downtown Mystic parking study, a financial feasibility analysis, an economic and fiscal impact analysis, a targeted industry attraction analysis, and marketing strategy implementation, now therefore be it

RESOLVED, that the Town Council authorizes use of the remaining \$75,000 in Legislative-Initiatives (#10017) (for a total of \$200,000) for the base contract with VHB (\$150,000) and any additional service tasks, which will be reviewed by the Town Council.

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

In response to Councilor Cerf question, the Town Manager explained that the resolution would give the Town the ability to negotiate for additional services that may be determined necessary.

The motion carried by the following vote:

Votes: In Favor: 8 - Mayor Schmidt, Councilor Cerf, Councilor de la Cruz, Councilor Flax, Councilor Frink, Councilor Moravsik, Councilor Peruzzotti and Councilor Watson
Opposed: 1 - Councilor Antipas

X. OTHER BUSINESS

Councilor Watson made a motion to suspend the rules in order to add Resolution 2015-0074 Request for Donation for Thames River Heritage Park Water Taxi to the agenda, seconded by Councilor Flax and so voted unanimously.

2015-0074 Request for Donation for Thames River Heritage Park Water Taxi**RESOLUTION AUTHORIZING A \$10,000 DONATION FOR THE THAMES RIVER HERITAGE PARK WATER TAXI PROGRAM**

WHEREAS, the Town of Groton has received a request from the Thames River Heritage Park Steering Committee to join the City of Groton and the City of New London in donating \$10,000 each to the Southeastern Connecticut Council of Governments for a water taxi program, and

WHEREAS, there are unexpended funds in the account for economic development/marketing as the Town approaches the fourth quarter of the FYE 2015 budget, now therefore be it

RESOLVED, that Town Manager Mark R. Oefinger is directed to make a \$10,000 payment to the Southeastern Connecticut Council of Governments from Account 10465 Planning and Development Services, Economic Development/Marketing.

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

In response to Councilor Antipas, the Town Manager explained that the funds for this project had been set aside from Account 10465 Planning and Development Services, Economic Development/Marketing. These funds were intended for specific economic development activities

and, at this time, it is estimated that there is funding for this project.

In response to Councilor Flax, the Town Manager explained that he received a letter from the Mayor of the City of Groton asking the Town to commit \$10,000 to the Heritage Park Water Taxi Program. He stated that both the City of Groton and the City of New London have committed \$10,000 each. At this time, he believes that there will be funding allocated from the State for the remainder needed to run the water taxis for this summer.

The motion carried unanimously

In preparation for the budget review, Councilor Flax suggested that the Council review the Computer Fund and Fleet Fund accounts and salary increases at the first meeting. This will enable the Council to have a clear view of reductions and increases across all departments.

XI. ADJOURNMENT

A motion to adjourn at 9:31 p.m. was made by Councilor Moravsik and seconded by Councilor Cerf and so taken.

Attest:

*Betsy Moukawsher, Town Clerk
Clerk of the Council*

*Antoinette Pancaro,
Deputy Town Clerk*