



# 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 Harry A. Watson, Councilors Peter J. Bartinik, Jr., Natalie Burfoot Billing, Heather Sherman Bond, Catherine Kolnaski, Frank O'Beirne, Jr., Paulann H. Sheets, Thomas J. Skrmetti, and Elissa T. Wright.**

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**Tuesday, August 17, 2004**

**7:30 PM**

**Town Hall Annex - Community Room 1**

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#### REGULAR MEETING

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*Mayor Harry Watson called the meeting to order at 7:30 p.m.*

*Councilors Billing and Bond are away on vacation. Councilor Skrmetti is out of town on business.*

#### **I. ROLL CALL**

Members Present: Mayor Watson, Councilor Bartinik, Jr., Councilor Kolnaski, Councilor O'Beirne, Jr., Councilor Sheets and Councilor Wright

Members Absent: Councilor Billing, Councilor Bond and Councilor Skrmetti

*Also present were Town Manager Mark Oefinger, Assistant to the Town Manager Lee Vincent, Town Clerk Barbara Tarbox, and Deputy Town Clerk Janet Downs.*

#### **II. SALUTE TO THE FLAG**

*The Salute to the Flag was led by Town Clerk Barbara Tarbox.*

#### **III. RECOGNITION, AWARDS & MEMORIALS**

*None.*

#### **IV. CITIZENS' PETITIONS, COMMENTS AND CONCERNS**

*None.*

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

*None.*

#### **VI. CONSENT CALENDAR**

##### **a. Approval of Minutes**

##### **2004-0264 Approval of Minutes (Town Council)**

RESOLUTION ACCEPTING TOWN COUNCIL MINUTES

RESOLVED, that the minutes of the Town Council of August 3, 2004 are hereby accepted and approved.

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

##### **b. Deletions from the Town Council Referral List**

##### **2004-0219 Local Prevention Council Program Grant**

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

##### **2004-0237 Purchasing Commodities from State Contract List**

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

##### **2004-0253 Connecticut Council for Developmental Disabilities Grant**

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

##### **2004-0254 Wal Mart Literacy Grant**

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

- 2003-0050 Policy concerning utilization of Copp Property**  
This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2003-0288 Town Council Goal Setting**  
This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2004-0257 Staffing of School Project**  
This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.
- 2004-0263 Study for Water and Sewer Extension - Flanders Road Industrial Area**  
This Matter was Deleted from Referral List - Action to be taken on the Consent Calendar.

**c. Special Trust Fund Contributions**

**2004-0258 Contributions to Special Trust Funds**

RESOLUTION ACCEPTING CONTRIBUTIONS TO SPECIAL TRUST FUNDS

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

Shari Kantany - \$75.00 - Dog Pound  
Myles Laffey - \$40.00 - Social Services Discretionary  
The Journeyman - \$100.00 - Social Services Discretionary  
Various Donations - \$14.49 - Groton Utilities Energy Assistance Program

This Matter was Adopted on the Consent Calendar.

**Passed The Consent Calendar**

A motion was made by Councilor O'Beirne, Jr., seconded by Councilor Bartinik, Jr., to adopt the Consent Calendar, including all the preceding items marked as having been adopted on the Consent Calendar.

The motion carried unanimously.

**VII. COMMUNICATION REPORTS (Other than Committee Reports)**

**a. Town Councilors**

*Councilor Wright received a copy of a letter to the Town Manager from residents of Hillside Avenue in Noank about parking problems on the street during the school year.*

*Mayor Watson attended the first meeting of the new Shellfish Task Force held on August 16, 2004. Many organizations were represented at the meeting, including Groton Utilities, the Shellfish Commission, the Bureau of Aquaculture and Ledge Light Health District. Also in attendance were RTM Moderator Shirley Dunbar-Rose, Town Councilor Elissa Wright and Assistant to the Town Manager Lee Vincent. The task force will meet again on September 13, 2004.*

*The Mayor announced that the Lower Poquonnock River may open for shellfishing in the near future after the sampling on Monday, August 23. Information is available from the Shellfish Infoline.*

*The Council of Governments will meet on August 18, 2004.*

*Mayor Watson received a letter of thanks from Air Force Colonel M.R. Boulanger in response to his letter of thanks for the flyover during with the July 4th parade.*

*The Mayor will be attending the Mentors' Breakfast on Friday August 20, 2004 at the Groton Inn and Suites.*

**b. Representative Town Meeting**

*Town Clerk Barbara Tarbox reported that the RTM held its regular meeting on August 11, 2004. At this time, the RTM has no business for September.*

**c. Clerk of the Council**

*The Town Clerk told Councilors that the 2nd Congressional District's Democratic primary held on*

August 10, 2004, resulted in a 17.8 percent turnout of eligible voters. The Town Clerk's office has received approximately one hundred applications for absentee ballots in the upcoming presidential election and Ms. Tarbox expects a substantial turnout.

**d. Town Manager**

Town Manager Mark Oefinger noted that if the Council passes Item 2004-0263 authorizing \$100,000 for the Flanders Road sewer and water study, it will be referred to the RTM. He also made a correction to the resolution, noting that the funds for the study would come from Contingency, not from the Fund Balance.

The Economic Development Commission has submitted its annual report; this will be included on the next Group I agenda for discussion.

On August 13, a tractor-trailer carrying a load of sodium cyanide became stuck under the Poquonnock Road underpass. Police and Fire personnel worked all day to transfer the cargo to trucks provided by Pfizer, and the road was cleared by rush hour.

The meeting of the Traffic Authority scheduled for August 26, 2004 has been rescheduled for August 31, 2004. The Hillside Avenue parking issue will be discussed at this meeting.

Re-scheduling of this meeting is due to the fact that Town representatives will be meeting on August 26 with DEP and OPM concerning the wastewater treatment plant.

Mr. Vincent reported that the Shellfish Task Force had its organizational meeting on August 16, 2004 with seven organizations represented. The meeting was very productive with contributions from many sides. The task force is planning to meet once a month. Mr. Vincent reported that he was elected chair and will continue to serve in that capacity for now.

**e. Town Attorney**

Mayor Watson noted that he has received a report from the Town Attorney dated July 29, 2004. He is hoping for reports on a monthly basis.

Councilor Sheets asked for a report from the Town Attorney on the status of the Library Street property which has caused the undermining of the sidewalk.

Mr. Oefinger stated that he spent a considerable amount of time today speaking with the Town Attorney on this subject. It was agreed that this item will appear on next week's Committee of the Whole agenda.

**VIII. COMMITTEE REPORTS**

**a. Community & Cultural Development - Chairman Billing**

*No meeting, no report.*

**b. Economic Development - Chairman Bond**

Mayor Watson noted that the Economic Development Commission met with the Committee of the Whole last week.

**c. Education/Health & Social Services - Chairman Kolnaski**

*No meeting, no report.*

**d. Environment & Recreation - Chairman Sheets**

Chairman Sheets read the minutes of the August 10, 2004 meeting which are on file in the Town Clerk's office.

**e. Finance - Chairman Wright**

Chairman Wright read the minutes of the August 10, 2004 meeting which are on file in the Town Clerk's office.

**f. Personnel/Appointments/Rules - Chairman O'Beirne**

*No meeting, no report.*

**g. Public Safety - Chairman Skrmetti**

*No meeting, no report.*

**h. Public Works - Chairman Bartinik**

*No meeting, no report.*

**i. Committee of the Whole - Mayor Watson**

*There are four items on tonight's agenda that were discussed at last week's meeting. Minutes from that meeting are not yet available.*

**IX. UNFINISHED BUSINESS**

*None.*

**X. NEW BUSINESS**

**2004-0219 Local Prevention Council Program Grant**

RESOLUTION AUTHORIZING THE TOWN MANAGER TO APPLY FOR LOCAL PREVENTION COUNCIL PROGRAM FUNDS VIA THE CITIZEN'S TASK FORCE ON ADDICTIONS IN NEW LONDON COUNTY, INC.

WHEREAS, effective prevention initiatives are needed to increase community awareness regarding how to prevent children and youth from becoming involved in substance abuse and,

WHEREAS, forming positive adult-child/youth relationships through mentoring is recognized by prevention specialists as one of the most effective prevention strategies and,

WHEREAS, the Local Prevention Council supports school-based mentoring as a prevention initiative worthy of funding, therefore be it

RESOLVED, that the Groton Town Manager is authorized to apply to the Connecticut Department of Mental Health & Addiction Services via the Citizens' Task Force on Addictions in New London County, Inc., for such Local Prevention Council Program funds as may be available for the period July 1, 2004 through June 30, 2005.

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

**The motion carried unanimously.**

*A motion was made by Councilor Kolnaski, seconded by Councilor Bartinik, that the following matter be adopted:*

**2004-0237 Purchasing Commodities from State Contract List**

RESOLUTION AUTHORIZING THE PURCHASING AGENT TO PURCHASE COMMODITIES FROM THE STATE OF CONNECTICUT CONTRACT LIST WITHOUT CONDUCTING THE BID PROCESS SET OUT AT SECTIONS 7.2.4.2 OF THE CHARTER

WHEREAS, the State of Connecticut (the "State") has a long-standing practice by which it solicits bids for various commodities to be used for both its own operations and those of the State's municipalities, including for example such products as asphalt, catch basins, tools, tires and tubes and other motor vehicle parts, and the like; and

WHEREAS, the State lists the contracts it lets for the purchase of said commodities and their expiration dates on a document entitled "State of Connecticut Contract List" ("Contract List"), which it periodically revises as contracts expire and new ones are executed; and

WHEREAS, the State requires the successful bidders whose names appear on the Contract List to agree to sell their commodities to municipalities on the same terms on which they sell them to the State; and

WHEREAS, the Town of Groton has for many years purchased commodities from vendors on the Contract List pursuant to the contracts awarded by the State to those vendors without conducting the bid process that might otherwise have been applicable to many of the commodities so purchased pursuant to Charter Section 7.2.4.2; and

WHEREAS, the Town has derived great benefit from making said purchases without conducting its own bid process in terms of price and efficiency resulting in savings of money and time in acquiring goods required by various town departments to perform their functions; and

WHEREAS, a question recently has arisen whether the Town's long-standing practice of purchasing commodities off the Contract List without conducting its own bid process is consistent with the terms of Charter Section 7.2.4.2, which provides in pertinent part, "if any purchase or contract involves the expenditure of Five Thousand Dollars (\$5,000.00) or more, the purchasing agent, unless it shall be determined by the town council to be against the best interest of the town, shall invite sealed bids or proposals, giving ten (10) days' public notice by publication at least once in a daily newspaper . . ."; and

WHEREAS, the above-quoted portion of Charter Section 7.2.4.2 expressly allows the Town Council to waive the bid process when it determines that to conduct the process would "be against the best interest of the town"; and

WHEREAS, the Town Attorney is of the opinion that the Town's long-standing practice is sanctioned by the Charter, particularly because of the length of time for which it has been going on which is strong evidence of the proper interpretation of the Charter, there has been no official determination that the practice is authorized; and

WHEREAS, the Town Council believes that it would be beneficial to eliminate any doubt as to the propriety of the practice; and

WHEREAS, the Town Council finds that the purchase of commodities from the Contract List fulfills the purposes of the Charter's bidding requirements and results in efficiencies and savings to the Town that would be lost if the Town were required to conduct a bid process every time it sought to purchase a commodity as to which the State has already conducted a bidding process.

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF GROTON that, pursuant to the powers provided to it by Charter Section 7.2.4.2, it determines that it would be against the best interest of the Town to require the purchasing agent to conduct a bidding process to obtain commodities for which the State has already conducted a bidding process and awarded contracts listed on the Contract List, and it thereby authorizes the purchasing agent to continue his practice of purchasing commodities on said list without conducting his own bid process.

**A motion was made by Councilor Wright, seconded by Councilor Bartinik, Jr., that this matter be Amended.**

*Councilor Wright would like to add the following language to the "RESOLVED" portion of the resolution, "when to do so would be in the best interest of the Town and would result in cost saving to the Town."*

*Mr. Oefinger noted that this practice is already used on a very selective basis, and that the Town's purchasing agent is very experienced.*

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

**Votes:** In Favor: 5 - Mayor Watson, Councilor Bartinik, Jr., Councilor O'Beirne, Jr., Councilor Sheets and Councilor Wright  
Opposed: 1 - Councilor Kolnaski

**2004-0237**

**Purchasing Commodities from State Contract List**

RESOLUTION AUTHORIZING THE PURCHASING AGENT TO PURCHASE  
COMMODITIES FROM THE STATE OF CONNECTICUT CONTRACT LIST WITHOUT  
CONDUCTING THE BID PROCESS SET OUT AT SECTIONS 7.2.4.2 OF THE CHARTER

WHEREAS, the State of Connecticut (the "State") has a long-standing practice by which it solicits bids for various commodities to be used for both its own operations and those of the State's municipalities, including for example such products as asphalt, catch basins, tools, tires and tubes and other motor vehicle parts, and the like; and

WHEREAS, the State lists the contracts it lets for the purchase of said commodities and their expiration dates on a document entitled "State of Connecticut Contract List" ("Contract List"), which it periodically revises as contracts expire and new ones are executed; and

WHEREAS, the State requires the successful bidders whose names appear on the Contract List to agree to sell their commodities to municipalities on the same terms on which they sell them to the State; and

WHEREAS, the Town of Groton has for many years purchased commodities from vendors on the Contract List pursuant to the contracts awarded by the State to those vendors without conducting the bid process that might otherwise have been applicable to many of the commodities so purchased pursuant to Charter Section 7.2.4.2; and

WHEREAS, the Town has derived great benefit from making said purchases without conducting its own bid process in terms of price and efficiency resulting in savings of money and time in acquiring goods required by various town departments to perform their functions; and

WHEREAS, a question recently has arisen whether the Town's long-standing practice of purchasing commodities off the Contract List without conducting its own bid process is consistent with the terms of Charter Section 7.2.4.2, which provides in pertinent part, "if any purchase or contract involves the expenditure of Five Thousand Dollars (\$5,000.00) or more, the purchasing agent, unless it shall be determined by the town council to be against the best interest of the town, shall invite sealed bids or proposals, giving ten (10) days' public notice by publication at least once in a daily newspaper . . ."; and

WHEREAS, the above-quoted portion of Charter Section 7.2.4.2 expressly allows the Town Council to waive the bid process when it determines that to conduct the process would "be against the best interest of the town"; and

WHEREAS, the Town Attorney is of the opinion that the Town's long-standing practice is sanctioned by the Charter, particularly because of the length of time for which it has been going on which is strong evidence of the proper interpretation of the Charter, there has been no official determination that the practice is authorized; and

WHEREAS, the Town Council believes that it would be beneficial to eliminate any doubt as to the propriety of the practice; and

WHEREAS, the Town Council finds that the purchase of commodities from the Contract List fulfills the purposes of the Charter's bidding requirements and results in efficiencies and savings to the Town that would be lost if the Town were required to conduct a bid process every time it sought to purchase a commodity as to which the State has already conducted a bidding process.

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF GROTON that, pursuant to the powers provided to it by Charter Section 7.2.4.2, it determines that it would be against the best interest of the Town to require the purchasing agent to conduct a bidding process to obtain commodities for which the State has already conducted a bidding process

and awarded contracts listed on the Contract List, and it thereby authorizes the purchasing agent to continue his practice of purchasing commodities on said list without conducting his own bid process, when to do so would be in the best interest of the Town and would result in cost saving to the Town.

**A motion was made that this matter be Adopted as Amended.**

**The motion carried unanimously.**

**2004-0254**

**Wal Mart Literacy Grant**

RESOLUTION AUTHORIZING A GRANT APPLICATION FOR A WALMART SUMMER LITERACY GRANT

WHEREAS, since 2001 the Town of Groton has enrolled participants of the Summer Playground Program in a summer reading program at the Groton Public Library, and

WHEREAS, the program is saving transportation costs by conducting a summer reading program at each of six playground sites, and

WHEREAS, a grant from the WalMart corporation has become available to allow the purchase of books or supplies for children who complete the reading program, now therefore be it

RESOLVED, that the Town Council affirms the application of the grant application by the Town Manager, and authorizes the receipt and disbursement of a WalMart grant not exceeding \$1,500.00 for the summer reading program.

**A motion was made by Councilor O'Beirne, Jr., seconded by Councilor Kolnaski, that this matter be Adopted.**

*Councilor Sheets will abstain on this vote. She does not shop at Wal-Mart and does not approve of their policies, but she does not want to vote against a grant that would benefit children.*

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

**Votes:** In Favor: 5 - Mayor Watson, Councilor Bartinik, Jr., Councilor Kolnaski, Councilor O'Beirne, Jr. and Councilor Wright  
Abstain: 1 - Councilor Sheets

**2004-0253**

**Connecticut Council for Developmental Disabilities Grant**

RESOLUTION AUTHORIZING AN APPLICATION FOR A DEVELOPMENTAL DISABILITIES GRANT

WHEREAS, the Town of Groton has been recognized for its successful use of the Real Choices Programs to include people with disabilities in recreational programs, and

WHEREAS, additional funding would allow the Recreation Division to add a recreation inclusion brochure, welcoming outreach to people in housing, and seminars to help disabled people learn to take part in year-round recreation, now therefore be it

RESOLVED, that the Town Manager may apply for a grant of up to \$5,000 from the Connecticut Council for Developmental Disabilities.

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

**The motion carried unanimously.**

*A motion was made by Councilor Sheets, seconded by Councilor Wright, that the following matter be adopted:*

**2003-0050**

**Policy concerning utilization of Copp Property**

RESOLUTION APPROVING POLICY CONCERNING UTILIZATION OF THE COPP

## PROPERTY

WHEREAS, in January, 1989, the Town of Groton obtained a 240 acre parcel of land, then known as the Center Groton Farm and thereafter designated the Copp Family Park, and

WHEREAS, the Town and the Copp Board of Overseers are parties to an "Agreement of Land Restrictions and Covenants" concerning this property, and

WHEREAS, documentation of mutually agreed terms and conditions for the care and use of the Copp Family Park is the responsibility of the Town Council and is in the interest of the people of Groton, now therefore be it

RESOLVED, that the Town Council approves the attached Non-Binding Memorandum of Understanding Between the Town of Groton, Connecticut and the Copp Family Park Board of Overseers.

**A motion was made that this matter be Amended.**

*Councilor Wright explained that she feels the Memorandum of Understanding would be strengthened by making explicit that the Copp Board does not have the authority to apply for grants without the approval of the Town. Accordingly, the resolution would be amended to include language that makes the Council's approval contingent on altering the Memorandum of Understanding to reflect this restriction.*

*Mr. Oefinger noted that the Memorandum is before the Copp Board for approval.*

**The motion carried unanimously.**

**2003-0050**

**Policy concerning utilization of Copp Property**

RESOLUTION APPROVING POLICY CONCERNING UTILIZATION OF THE COPP PROPERTY

WHEREAS, in January, 1989, the Town of Groton obtained a 240 acre parcel of land, then known as the Center Groton Farm and thereafter designated the Copp Family Park, and

WHEREAS, the Town and the Copp Board of Overseers are parties to an "Agreement of Land Restrictions and Covenants" concerning this property, and

WHEREAS, documentation of mutually agreed terms and conditions for the care and use of the Copp Family Park is the responsibility of the Town Council and is in the interest of the people of Groton, now therefore be it

RESOLVED, that the Town Council approves the attached Non-Binding Memorandum of Understanding Between the Town of Groton, Connecticut and the Copp Family Park Board of Overseers provided that the Memorandum of Understanding be amended by the Copp Board to include in paragraph 1. after ". . . to maintain and develop said property" the phrase "or to make application or receive grants without the consent of the Town." and to amend paragraph 2. from ". . .not make applications for land use permits" to "not make application for grants or land use permits".

**A motion was made that this matter be Adopted as Amended.**

**The motion carried unanimously.**

**2003-0288**

**Town Council Goal Setting**

RESOLUTION ADOPTING TWENTY-FOURTH GROTON TOWN COUNCIL GOALS

WHEREAS, a statement of the vision and priorities of the Groton Town Council is beneficial as guidance for both the professional administrators and the citizens of the Town of Groton, now therefore be it

RESOLVED, that the 24th Groton Town Council adopts the following MISSION/COMMUNITY VISION STATEMENT:

- 1) The Town Council is committed to promoting the health, safety and general welfare of the community, and fostering public awareness and active participation in safeguarding the community, in order to maintain a high quality of life.
- 2) The Town Council will plan for the community's future and represent Groton's citizens while maintaining the highest standard of ethical behavior.
- 3) The Town Council will foster positive communication with the Town's boards and commissions, political subdivisions, and state, regional, and federal agencies.
- 4) The Town Council will work to establish fairness and equity in taxation.
- 5) The Town Council will work to assure that Groton is a desirable place to live and work, by stimulating economic growth, protecting the environment, and preserving the community's historic character.
- 6) The Town Council will support Town staff and employees through improved communication and clear policy direction; and be it further

RESOLVED, that the 24th Groton Town Council adopts the following GOALS:

- 1) The Town Council, in setting policy for the Town of Groton, will be aware of the mission/community vision statement and the need to provide continuity through successive Councils and to preserve efficiency from one Council to the next.
  - \* Cultivate a shared understanding of the mission/vision statement within the community.
- 2) The Town Council will strive to effect changes that will make Groton a more desirable place to live and work.
  - \* Use Groton's position as the largest community in the region to influence legislative policy at the regional, state and federal levels. Work to make state legislature more responsive to towns and be proactive in identifying legislative policy issues important to the Groton community.
  - \* Improve communications with Groton's citizens, staff, boards and commissions.
    - Communicate the Council's goals and legislative policy initiatives.
    - Poll citizens on their expectations of the Town Council.
    - Influence interaction with and among boards and commissions.
  - \* Protect the environment
    - Implement a Shellfish Task Force.
    - Establish/implement a Reservoir and Watershed Protection Commission.
- 3) The Town Council will strive to balance expenditures and revenues with the community's desire for quality services.
  - \* Work with citizens to prioritize Town services.
  - \* Look to other communities for innovative ways to provide desired services.
- 4) The Town Council will actively pursue equity in taxation.
  - \* Work for property tax reform at the state level.

- \* Actively monitor the revaluation process.
    - Create a shared understanding with the public regarding the process before, during and after revaluation.
    - Decide when to conduct the revaluation.
    - Participate in choosing a company and establishing contractual obligations and guidelines.
- 5) The Town Council recognizes the importance of the Town's infrastructure/facilities to the quality of life in Groton. The Town Council will engage higher levels of government to identify the Town's vulnerabilities, maintain an action plan in the event of a threat to the Town's infrastructure, communicate that plan to the public, and increase public awareness of the roles of the individual and the community in helping to protect the health, safety and welfare of Groton's citizens.
- \* Monitor maintenance and investment in the Town's infrastructure and facilities.
  - \* Review existing emergency management plans.
- 6) The Town Council will encourage timely and efficient implementation of the 2002 Plan of Conservation and Development.
- \* Review recommendations in Chapter 18 Implementation Tools and Schedule in the POCD. Develop action item reports and a schedule for implementation.
  - \* Develop and support economic strategic plan.
  - \* Develop and support downtown development plan.
  - \* Encourage land use agencies to address the issue of residential sprawl and consider adoption of alternative "smart growth" concepts.
- 7) The Town Council will support the SUBASE Realignment Coalition in its efforts to prevent full or partial closure of the Submarine Base in Groton during the BRAC 2005 proceedings.
- \* Continue to monitor activities of SRC.
  - \* Improve communication with Groton's citizens regarding this issue.
- 8) The Town Council will support the Tercentennial Committee in its plans for celebrating the Town's 300th anniversary in 2005.
- \* Communicate the Town Council's expectations to the Tercentennial Committee.
  - \* Help identify opportunities for learning about the Town's history, increasing tourism, and generating positive economic impacts.
- 9) The Town Council will support the Permanent School Building Committee, Town staff, and selected consultants in the timely and efficient implementation of Phase I of the School Improvement Project.
- \* The Town Council will monitor the school improvement project schedule in the interest of seeing the project completed on time and within budget.
- 10) The Town Council will actively monitor the City of Groton's secession study.
- \* Develop a Town Council plan of action.
  - \* Establish communication with the City's Secession Committee including relaying the Town's expectations.
  - \* Engage/lobby the legislature on the issue.

**A motion was made by Mayor Watson, seconded by Councilor Bartinik, Jr., that this matter be**

**Adopted.**

*Mayor Watson requested that Council Goals be posted on the Town's web page. Councilor Sheets would like to change the wording under 2) of the second "RESOLVED". It was agreed that "Establish/implement a Watershed Commission" will be changed to read, "Establish/implement a Reservoir and Watershed Protection Commission."*

**The motion carried unanimously.****2004-0257****Staffing of School Project****RESOLUTION APPROVING A JOB DESCRIPTION FOR SCHOOL CONSTRUCTION PROJECT MANAGER**

WHEREAS, commencement of planning and design of the approved projects for three new school buildings will require specialized professional staff to help manage and report on this project, and

WHEREAS, the Town Council has reviewed a proposed job description for this purpose, and

WHEREAS, it is expected that the proposed position will be fully occupied in these tasks for several years, after which the position may either be terminated or additional similar or related duties may arise, now therefore be it

RESOLVED, that the Town Council approves the attached job description of "Project Manager, School Facilities Construction."

**A motion was made by Councilor O'Beirne, Jr., seconded by Councilor Kolnaski, that this matter be Adopted.**

**The motion carried unanimously.****2004-0263****Study for Water and Sewer Extension - Flanders Road Industrial Area****RESOLUTION APPROVING AN ENGINEERING ASSESSMENT AND COST ESTIMATE STUDY FOR THE FLANDERS ROAD INDUSTRY AREA, AND APPROPRIATING FUNDS THEREFOR**

WHEREAS, the Town Council has considered at length the needs, as expressed by local business owners, for extension of water and sewer facilities for the area known as the Flanders Road industry area, and

WHEREAS, the Town Council has discussed these water and sewer concerns with the Groton Economic Development Commission, which now supports a professional study of whether sewer and water should be obtained for the Flanders Road area, now therefore be it

RESOLVED, that the Town Manager should arrange for an engineering assessment study of the advantages or disadvantages of potential routes for sewer and water extensions, including detailed engineering costs and other costs affecting design, and be it further

RESOLVED, that a supplemental appropriation of \$100,000 is hereby made to the Capital Reserve from Contingency for this purpose.

Refer to RTM.

**A motion was made by Councilor Bartinik, Jr., seconded by Councilor Kolnaski, that this matter be Adopted.**

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

**Votes:** In Favor: 4 - Mayor Watson, Councilor Bartinik, Jr., Councilor Kolnaski and Councilor Sheets  
Opposed: 2 - Councilor O'Beirne, Jr. and Councilor Wright

**XI. OTHER BUSINESS**

*Councilor Wright would like a report on which boards and commissions are required to file annual reports; she would also like to know which bodies have been filing. Those bodies which have not been filing should be encouraged to do so.*

*Mr. Oefinger replied that he does not know which boards and commissions are required to file, but that he will be happy to work with Councilor Wright on this project.*

*It was agreed that this item will be included on the next agenda of the Committee of Chairpersons.*

## **XII. ADJOURNMENT**

*Motion to adjourn at 8:20 p.m. was made by Councilor Kolnaski, seconded by Councilor O'Beirne and so voted unanimously.*

*Attest:*

*Barbara Tarbox, Town Clerk  
Clerk of the Council*

*Janet L. Downs, Deputy Town Clerk*