



Town of Groton, Connecticut

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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, April 7, 2015

7:30 PM

Town Hall Annex - Community Room 1

REGULAR MEETING

I. ROLL CALL

The meeting was call to order at 7:38 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 Town Manager Mark Oefinger and Town Clerk Betsy Moukawsher.

II. SALUTE TO THE FLAG

The Salute to the Flag was led by Phil Butta.

III. RECOGNITION, AWARDS & MEMORIALS

2015-0084 Proclamation Honoring Douglas A. Hoffman

Read

Councilor Antipas read this proclamation.

2015-0085 Proclamation Honoring Susan Wells

Read

Councilor Moravsik read this proclamation.

IV. RECEIPT OF CITIZENS' PETITIONS, COMMENTS AND CONCERNS

Phil Butta, 282 Noank Ledyard Road, spoke on behalf of the Groton Community Meals organization. He informed the Town Council that they have been accepted into the Gemma Moran Food Bank. He listed the benefits from this association. He also explained their continued need and desire to have permission to use the kitchen facility at Fitch Middle School.

Minister Celeste Gov, 300 Brandegee Avenue, introduced herself as the site coordinator for the Gemma Moran food truck that is offered at her church, St. John's Christian Church, on the fourth Friday of every month. Her church sponsors Groton Community Meals and offers a meal on the 4th Monday of every month. She described the need for this service and also the need for access to affordable groceries.

Robert Lawrence, 1 Village Drive, Ledyard, introduced himself as the chief cook for Groton Community Meals. He also expressed his desire to use the kitchen facility at Fitch Middle School for this organization.

V. RESPONSES TO CITIZENS' PETITIONS, COMMENTS AND CONCERNS

In answer to Councilor Peruzzotti's question, Mr. Butta explained that there is limited transportation to the meal sites available by reservation through the Groton Senior Center.

VI. CONSENT CALENDAR

a. Approval of Minutes

2015-0081 Approval of Minutes (Town Council)

RESOLUTION ACCEPTING TOWN COUNCIL MINUTES

RESOLVED, that the minutes of the Town Council meetings of March 17, 2015 and March 30, 2015 are hereby accepted and approved.

This Matter was Adopted on the Consent Calendar.

b. Administrative Items**2015-0070 Special Trust Fund Contributions**

RESOLUTION ACCEPTING CONTRIBUTIONS TO SPECIAL TRUST FUNDS

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

Mystic Photography Group - \$25.00 - Library Miscellaneous

Lee Vincent - \$50.00 - Social Services Discretionary

Anonymous - \$31.00 - Social Services Discretionary

Groton Utilities - \$1,428.04 - Groton Utilities Energy Assistance Program

Robert and Phyllis Boggs - \$12.60 - Groton Utilities Energy Assistance Program

Cheryl and David Burnett - \$50.00 - Groton Utilities Energy Assistance Program

Felipe and Irene Castro - \$10.00 - Groton Utilities Energy Assistance Program

Merrill and Jody Katz - \$10.00 - Groton Utilities Energy Assistance Program

Ardeth Mortensen - \$200.00 - Groton Utilities Energy Assistance Program

Anne-Marie Quagliaroli - \$20.00 - Groton Utilities Energy Assistance Program

Barbara Weeman - \$10.00 - Groton Utilities Energy Assistance Program

Groton Public Library Circle of Friends - \$1,000 - Library Miscellaneous

This Matter was Adopted on the Consent Calendar.

c. Deletions from the Town Council Referral List**2014-0238 Downtown Mystic Merchants Association Banner Program Funding Request**

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

2014-0328 LEARN Lease of Fitch Middle School - Update

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

2014-0346 Connecticut Open Space and Watershed Land Acquisition Program Funding

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

2015-0067 Distracted Driving Grant

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

2015-0068 Department of Education Youth and Family Services Funding

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

2015-0069 Department of Education Youth Services Enhancement Grant

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

2015-0071 Municipal Energy Policy

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

2015-0078 Job Description for Economic and Community Development Manager

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

2015-0079 Job Description for Sustainability Program Project Manager

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

2015-0080 Job Description for Grant Writer

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

2015-0088 Contingency Transfer for Activities Associated with the Procurement of the USS Groton Sail

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 Antipas, 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**

All of the Town Councilors received emails from Dave and Sandie Scott, Ann Shipley, and John Porter requesting support of the proposed FYE 2016 budget for the Mystic and Noank Library.

Councilor Frink attended the Schools Facilities Task Force meeting on March 26, 2015 and the Thames River Heritage Park presentation on April 1, 2015.

Councilor Moravsik attended the SEAT meeting, the Town Council Public Safety Committee meeting, the Special COW meeting, the U.S.S. Groton Sail site tour, the Groton Long Point Volunteer Fire Department Annual meeting, the Mystic St. Patrick's Day Parade, the Long Island Sound Advisory meeting, the U.S.S. Sail Procurement meeting, the FYE 2016 Proposed Budget Public Hearing, the Town and City of Groton Highway Budget meeting, the Thames River Heritage Park presentation, Sue Wells' retirement party, the second COW FYE 2016 budget session, and the Personnel and Appointment committee meeting.

Councilor Watson attended all of the U.S.S. Groton Sail Procurement meetings and the BOE/Town and City Council/RTM Liaison meeting.

Councilor Flax attend the BOE/Town and City Council/RTM Liaison meeting.

Councilor Cerf attended the Economic Development Commission meeting and the BOE/Town and City Council/RTM Liaison meeting. She also attended the Client First presentation.

Councilor Antipas attended the Town Council Public Safety meeting. He also went to Hartford to testify in support of legislation for a new Shellfish testing facility in Groton.

Mayor Schmidt attended the Sub Base Change of Command and retirement ceremony for Captain Richard Verbeke. She also reported on a complaint she received regarding the new type face that the Senior Center is using for their newsletter.

b. Clerk of the Representative Town Meeting

The Town Clerk announced that the next RTM meeting will be on April 8, 2015 at the Groton Senior Center at 7:30 pm. She referred to two draft RTM budget schedules that the Councilors received by email. She announced that the RTM Annual Budget Meeting will be held on April 29, 2015 at the Groton Senior Center at 7:00 pm.

c. Clerk of the Council

The Town Clerk announced a fund-raiser sponsored by the 99 restaurant to support the Light House educational programs scheduled for April 8, 2015. She announced the installation of new officers for the Old Mystic Fire Department. She stated that the Parks and Recreation Department is starting to organize the July 4th parade and to let her know if the Town Council is interested in participating. She announced that the Board of Education elected Jay Weitlauf to fill the vacancy left by Kirsten Hoyt's resignation.

d. Town Manager

The Town Manager noted a revision to the Committee of the Whole's budget review schedule. He also reviewed items for the next Committee of the Whole meeting.

VIII. COMMITTEE REPORTS

a. Community Relations - Chairman de la Cruz

No meeting, no report.

b. Finance - Chairman Frink

Chairman Frink discussed the highlights from the March 17th meeting.

c. Personnel & Appointments - Chairman Flax

Chairman Flax will report on the April 7th meeting at the next Town Council meeting.

d. Rules - Chairman Frink

No meeting, no report.

e. Public Safety - Chairman Moravsik

Chairman Moravsik reported on the March 18, 2015 where the Poquonnock Bridge Fire District was discussed. The committee will continue to review material pertinent to the Fire District.

f. Committee of the Whole - Mayor Schmidt

Mayor Schmidt reported that the committee discussed items that are on the agenda this evening.

IX. NEW BUSINESS**2015-0067 Distracted Driving Grant**

RESOLUTION AUTHORIZING A CONNECTICUT DEPARTMENT OF TRANSPORTATION DIVISION OF HIGHWAY SAFETY DISTRACTED DRIVING - HIGH VISIBILITY ENFORCEMENT GRANT

WHEREAS, the Groton Town Police Department plans to utilize the Connecticut Department of Transportation's Division of Highway Safety Distracted Driving - High Visibility Enforcement grant funding to support enforcement operations that go beyond normal police patrols, and

WHEREAS, the grant provides for a concerted effort to enforce distracted driving laws and consists of checkpoints as well as vehicular detection patrols, and

WHEREAS, the goal of the grant is to increase law enforcement presence above and beyond normal police patrols in order to address the increased incidence of distracted driving during the grant period, which runs April 1 through 30 and August 3 through 16, 2015, now therefore be it

RESOLVED, that Town Manager Mark R. Oefinger may apply for the Connecticut Department of Transportation's Division of Highway Safety Distracted Driving - High Visibility Enforcement grant with an anticipated total state grant amount of \$25,600 including the Police Department match in the amount of \$6,400 (25%) as required under the grant provisions.

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

The motion carried unanimously

2015-0068 Department of Education Youth and Family Services Funding

RESOLUTION AUTHORIZING THE TOWN MANAGER TO APPLY TO THE STATE OF CONNECTICUT DEPARTMENT OF EDUCATION FOR FYE 2016 YOUTH AND FAMILY SERVICES FUNDING

WHEREAS, crisis intervention, prevention and support programs and short-term counseling services will benefit at-risk Groton youth and their families and

WHEREAS, funding is available from the State of Connecticut Department of Education to supplant a portion of the salaries of Groton Human Services Counselors who provide intervention and prevention services for at-risk Groton youth, now therefore be it

RESOLVED, that the Town Manager, Mark R. Oefinger, or his designee, is authorized to file an application with the State of Connecticut Department of Education (DOE) for FYE 16 municipal youth services funding in an amount to be determined by the DOE and to amend contractual agreements for such funding to ensure continuation of short-term counseling, crisis intervention and prevention and support programs for Groton youth and families.

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

The motion carried unanimously

2015-0069

Department of Education Youth Services Enhancement Grant

RESOLUTION AUTHORIZING THE TOWN MANAGER OR HIS DESIGNEE TO APPLY TO THE STATE OF CONNECTICUT DEPARTMENT OF EDUCATION FOR FYE 2016 YOUTH SERVICE BUREAU ENHANCEMENT GRANT PROGRAM FUNDING

WHEREAS, The State of Connecticut Department of Education offers Youth Services Bureau Enhancement Grant program funding to municipally-based Connecticut youth services programs for supplies and related expenses connected with programs and activities which directly and indirectly benefit Groton youth and families in areas such as youth enrichment, outreach programs, general support and positive youth development, and

WHEREAS, Groton Human Services has demonstrated its success in providing youth enrichment, outreach programs, general support and positive youth development, now therefore be it

RESOLVED, that the Town Manager, Mark R. Oefinger, or his designee, is authorized to apply for and contract with the State of Connecticut Department of Education (DOE) for FYE 16 Youth Services Bureau Enhancement Grant program funding in an amount to be determined by the DOE.

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

The motion carried unanimously

2015-0071

Municipal Energy Policy

RESOLUTION ADOPTING THE TOWN OF GROTON MUNICIPAL ENERGY POLICY

RESOLVED, that the Town Council adopts the following Municipal Energy Policy:

Town of Groton Municipal Energy Policy

The Town of Groton establishes FYE 2005 as the baseline year against which energy use reductions from all sources used for municipal purposes will be measured. This is aligned with State and Federal policy and provides a base line for the establishment of an achievable goal for future energy savings. It is the policy of the Town of Groton to:

- Meet energy conservation and efficiency goals for municipal facilities reaching a goal of a 16% reduction by FYE 2018. This goal is consistent with State of Connecticut guidelines and the Federal Energy Policy Act of 2005.
- Provide the financial and staff resources to continue and expand energy efficiency and conservation efforts to include: evaluating and tracking all sources of energy usage, obtaining grants for energy projects, and pursuing alternate energy sources.
- Use sustainable design to strive toward the goal of new and renovated buildings approaching the target of “zero net energy” use.
- Create a focal point at the Town Library to provide information for residents and businesses for cost effective energy and conservation measures.

- Have the Town Council review this policy annually to encourage continued energy efficiency and conservation efforts that remain aligned with State and Federal goals.
- Promote energy efficiency and conservation in all transportation and purchasing opportunities.

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

The motion carried unanimously

2015-0078

Job Description for Economic and Community Development Manager

RESOLUTION APPROVING JOB DESCRIPTION FOR ECONOMIC AND COMMUNITY DEVELOPMENT MANAGER

WHEREAS, the Town Council and RTM will be considering proposed staffing changes in the Office of Planning and Development Services during FYE 2016 budget deliberations; and

WHEREAS, one of the proposed changes includes requested funding for an Economic and Community Development Manager to direct marketing and outreach efforts, serve as the point of contact for new economic development opportunities, and lead implementation of changes to streamline Groton's development process, now therefore be it

RESOLVED, that the Town Council approves the job description for Economic and Community Development Manager.

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

The motion carried unanimously

2015-0079

Job Description for Sustainability Program Project Manager

RESOLUTION APPROVING JOB DESCRIPTION FOR SUSTAINABILITY PROGRAM PROJECT MANAGER

WHEREAS, the Town Council and RTM will be considering proposed staffing changes in the Public Works Department during FYE 2016 budget deliberations; and

WHEREAS, one of the proposed changes includes requested funding for a Sustainability Program Project Manager to implement Groton's sustainability and energy reduction goals and manage energy reduction initiatives, now therefore be it

RESOLVED, that the Town Council approves the job description for Sustainability Program Project Manager.

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

In answer to Councilor Cerf, the Town Manager explained that this resolution is just approving a job description. He also answered Council Antipas in explaining that this position is to be filled by a current employee from another department. He does not anticipate moving this person back to his current position in the future.

The motion carried by the following vote:

Votes: In Favor: 7 - Mayor Schmidt, Councilor de la Cruz, Councilor Flax, Councilor Frink, Councilor Moravsik, Councilor Watson and Councilor Antipas
Opposed: 2 - Councilor Cerf and Councilor Peruzzotti

2015-0080

Job Description for Grant Writer

RESOLUTION APPROVING JOB DESCRIPTION FOR GRANT WRITER

WHEREAS, the Town Council and RTM will be considering proposed staffing changes in the Public Works Department during FYE 2016 budget deliberations; and

WHEREAS, one of the proposed changes includes requested funding for a Grant Writer to focus on grant writing pertaining to sustainability strategies, now therefore be it

RESOLVED, that the Town Council approves the job description for Grant Writer.

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

The motion carried unanimously

2015-0088

Contingency Transfer for Activites Associated with the Procurement of the USS Groton Sail

CONTINGENCY TRANSFER TO EVALUATE FUNDRAISING OPPORTUNITIES TO PROCURE THE USS GROTON SAIL

WHEREAS, the committee investigating the procurement of the USS Groton sail has reviewed a proposal by a consultant, Harvest Development Group, LLC, to conduct a feasibility study and fundraising campaign, and

WHEREAS, the estimated cost of the study is \$20,000, with \$10,000 due in FYE 2015 and \$10,000 due in FYE 16, and

WHEREAS, the City of Groton has indicated a willingness to share the costs equally and has committed \$5,000 in FYE 2015 to hire the consultant, and

WHEREAS, the Town Charter provides for transfers from the Contingency function during the year for unforeseen or unexpected expenditures that were not anticipated at the time the FYE 2015 budget was adopted, now therefore be it

RESOLVED, that \$5,000 be transferred from General Contingency #1074 to #10100 Executive Management-Leadership/General Support for costs associated with hiring Harvest Development Group, LLC to conduct a feasibility study and fundraising campaign for procurement of the USS Groton Sail.

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

The motion carried unanimously

X. OTHER BUSINESS

Councilor Frink noted that he provided the Town Manager with a draft of his proposed City of Groton Highway budget, which will be discussed at the budget COW session scheduled for Saturday, April 11, 2015.

XI. ADJOURNMENT

Councilor Watson made a motion to adjourn and so taken at 8:45 p.m.

Attest:

*Betsy Moukawsher, Town Clerk
Clerk of the Council*