



Town of Groton, Connecticut

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Town Clerk (860)441-6640
Town Manager
(860)441-6630

Meeting Minutes

Town Council

Mayor Harry A. Watson, Councilors Peter J. Bartinik, Jr., Heather Sherman Bond, Catherine Kolnaski, Frank O'Beirne, Jr., John F. Scott, Paulann H. Sheets, James L. Streeter, and Elissa T. Wright.

Tuesday, October 3, 2006

7:30 PM

Town Hall Annex - Community Room 1

REGULAR MEETING

I. ROLL CALL

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

Also present were Town Manager Mark Oefinger, Assistant to the Town Manager Lee Vincent, Town Clerk Barbara Tarbox, and Office Assistant Elga Concepcion.

Councilor Bartinik arrived at 8:05 p.m.

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

Members Absent: Councilor Bartinik, Jr.

II. SALUTE TO THE FLAG

The Salute to the Flag was led by Elise Hanks, who interned last summer at the Ledge Light Health District.

III. RECOGNITION, AWARDS & MEMORIALS

2006-0240 Proclamation Recognizing National Breast Cancer Awareness Month

Read

Councilor Kolnaski read the Proclamation which Mayor Watson had presented at the Hygenic Art Gallery in New London on September 20.

Presentation of plaque to Elise Hanks

Ledge Light Health District (LLHD) Director Sam Crowley stated that they are trying to encourage young people to consider a career in public health by the implementation of the Harry A. Watson Jr. Internship Program.

Assistant Director for the Environmental Health Department at LLHD, Steve Mansfield, discussed Elise's duties and responsibilities during her internship and noted her excellent performance.

Mayor Watson presented Elise with a plaque for her participation in the internship program.

IV. CITIZENS' PETITIONS, COMMENTS AND CONCERNS

Richard Cady, 36 Island View Avenue, Mystic, stated that his neighbor has placed a large shipping container and tent close to his front yard. He has spoken with the Manager of Inspection Services Kevin Quinn and people have looked at the container, but he has not received a response as to whether something can be done. Mr. Cady requested that all the Councilors come to his property; he expects an answer within the next few months.

Wendy Eckholm, 165 Benham Road, supports the building of a new animal shelter due to the shelter's deterioration. She stated that an organization such as Design Learned Incorporated can be consulted. This company specializes in animal care facility engineering. Ms. Eckholm forwarded the firm's business card to the Town Manager.

John Sutherland, 32 Neptune Drive, discussed the State Legislature's failure to pass legislation which would have provided some form of property tax reform. He stated that the Connecticut Communities Coalition will hold an educational meeting on property tax reform on October 23. Mr. Sutherland provided an overview of the agenda.

V. RESPONSES TO CITIZENS' PETITIONS, COMMENTS AND CONCERNS

Responding to Councilor Sheets and Mr. Cady's comments, the Town Manager verified that he had a discussion with Planning and Development Director Mike Murphy and Manager of Inspection Services Kevin Quinn. Mr. Quinn had sent a letter to Mr. Cady's neighbor indicating that he needed to obtain a permit. The Town Manager will contact Mr. Cady to keep him updated on this matter.

Responding to Ms. Eckholm, Councilor Wright stated that the animal shelter will be discussed at next week's Committee of the Whole (COW) meeting. Mayor Watson clarified that there are not citizens' petitions during COW meetings, but that a Councilor may recognize an individual so that he or she may speak.

VI. CONSENT CALENDAR

a. Approval of Minutes

2006-0249 Approval of Minutes (Town Council)

RESOLUTION ACCEPTING TOWN COUNCIL MINUTES

RESOLVED, that the minutes of the Town Council meeting of September 19, 2006 are hereby accepted and approved.

This Matter was Adopted on the Consent Calendar.

b. Deletions from the Town Council Referral List

1999-0206 Noank Hatchery Proposal

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

2005-0230 225th Anniversary of the Battle of Fort Griswold

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

2006-0116 Outside Agency Snow Removal

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

2006-0117 Outside Agency Fleet Maintenance

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

2006-0243 Approval of Resolution Approving Amount of Bonds to be Issued in 2006

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

2006-0246 Introduction of Ordinance Amending Ordinance No. 194 Concerning Land Use Application Fees

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

2006-0247 Resolution Setting Public Hearing on Amendment of Ordinance No. 194 Concerning Land Use Application Fees

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

2006-0248 Job Description for Emergency Management and Communications Coordinator

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

c. Special Trust Fund Contributions

2006-0242 Special Trust Fund Contributions

RESOLUTION ACCEPTING CONTRIBUTIONS TO SPECIAL TRUST FUNDS

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

Anonymous - \$100.00 - Parks and Recreation Revolving
Donald Barley, Jr. - \$3,910.00 - Parks and Recreation Revolving
Susan Decorte - \$221.00 - Parks and Recreation Revolving
Clamshell Quilt Guild - \$50.00 - Library Discretionary
Pfizer - \$71.26 - Library Discretionary
Various Donations - \$495.00 - Groton Utilities Energy Assistance Program
Various Donations - \$36.00 - Arts Cafe
Various Donations - \$153.00 - Parks and Recreation Revolving
Various Donations - \$2,937.00 - Tercentennial

This Matter was Adopted on the Consent Calendar.

Passed The Consent Calendar

A motion was made by Councilor Scott, seconded by Councilor Kolnaski, 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)**Councilor Bartinik arrived at 8:05 p.m.**

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

a. Town Councilors

Several Councilors received communications on the subject of the bus ordinance and the animal shelter. Councilors attended the Permanent School Building Committee project update meeting on September 21. A number of Councilors also attended the spaghetti dinner/fund raiser for the Tercentennial Legacy Playground on September 22.

Councilor O'Beirne discussed his meetings with citizens in which revaluation issues and analysis of data were reviewed. The group's primary studies have concentrated on land value and how it was handled within the revaluation, particularly the differences between commercial and residential properties. These citizens pointed out discrepancies to Tyler/CLT and a representative responded that they would be looking into this matter. At these meetings, the group found that the revaluation process is subjective and it reviewed the differences between commercial versus residential. Councilor O'Beirne stated that he is concerned about how quickly he can receive the grand list data. He discussed legislative action with respect to tax reform.

Councilor Kolnaski stated that many residents viewed the Permanent School Building Committee project update meeting on cable TV.

Councilor Bartinik attended a Yankees game sponsored by the Parks and Recreation Department this past weekend.

Councilor Streeter announced that there will be a lighting ceremony at Avery Point Lighthouse on October 15.

Councilor Scott attended the State Insurance Commissioner's meeting that was held at the Groton Motor Inn and Suites.

Councilor Sheets thanked Councilor O'Beirne and the citizens with whom he has been working regarding the revaluation. She received a call from a property owner who lives off Daboll Road and is concerned about water run-off near Route 184. Councilor Sheets suggested that she call Director of Public Works Gary Schneider.

Mayor Watson is enrolled in a Connecticut Land-Use Leadership Workshop which started on September 29. He was present when Representative Rob Simmons presented a check to the LLHD on October 2. The Mayor attended the Connecticut Conference of Municipalities meeting on October 3.

b. Representative Town Meeting

Town Clerk Barbara Tarbox noted that the RTM will meet on October 11. There will be a special meeting of the RTM Community and Economic Development Committee meeting prior to the RTM meeting and at which time the Noank Hatchery proposal will be discussed.

c. Clerk of the Council

She stated that absentee ballots will become available on October 6. The Town Clerk's office has already received over two-hundred applications. The Town Clerk attended the Connecticut Town Clerks Association Conference on September 21 at which time she was able to see a demonstration of the new voting machines. She noted that Groton was not one of the twenty-five towns chosen to receive machines this year. The Town Clerk's office has purchased a privacy booth which is also handicapped accessible and is located in the hallway. She discussed the \$30 fee which has been collected by the Town Clerk's office for the recording of all documents and forwarded brochures to the Councilors which provide more information on Public Act 228, also known as The Community Investment Act.

d. Town Manager

Town Manager Oefinger stated that bid packages for the Water Pollution Control Facility's upgrade project are available as of October 3 and that there will be a mandatory pre-bid conference on October 31. The bid openings will be take place on December 6. He reminded viewers that the Groton Fall Festival will be on October 7 at the Poquonnock Plains Park.

e. Town Attorney

No report.

VIII. COMMITTEE REPORTS

a. Community & Cultural Development - Chairman O'Beirne

No meeting; no report.

b. Economic Development - Chairman Bond

No meeting; no report.

c. Education/Health & Social Services - Chairman Kolnaski

No meeting; no report.

d. Environment & Recreation - Chairman Sheets

No meeting; no report.

e. Finance - Chairman Wright

Chairman Wright read the minutes of the meeting held on September 26 which are on file in the Town Clerk's office.

f. Personnel/Appointments/Rules - Chairman Scott

Councilor Scott read the minutes of the meeting held on September 26 which are on file in the Town Clerk's office.

g. Public Safety - Chairman Streeter

No meeting; no report.

h. Public Works - Chairman Bartinik

No meeting; no report.

i. Committee of the Whole - Mayor Watson

Mayor Watson briefly noted the items on tonight's agenda.

IX. UNFINISHED BUSINESS

None.

X. NEW BUSINESS

2006-0243 Approval of Resolution Approving Amount of Bonds to be Issued in 2006

RESOLUTION APPROVING AMOUNT OF BONDS TO BE SOLD

WHEREAS, the Town of Groton authorized \$3,833,986 general purpose bonds for improvements to Pleasant Valley Road South pursuant to Ordinance No. 248, and

WHEREAS, Ordinance No. 248 authorizes the Town Council to determine the amount of bonds to be sold, therefore be it

RESOLVED, that \$1,570,000 bonds be sold pursuant to said Ordinance.

WHEREAS, the Town of Groton authorized \$26,100,000 school bonds for a new elementary school (Catherine Kolnaski Elementary School) pursuant to Ordinance No. 258, and

WHEREAS, Ordinance No. 258 authorizes the Town Council to determine the amount of bonds to be sold, therefore be it

RESOLVED, that \$6,000,000 bonds be sold pursuant to said Ordinance.

WHEREAS, the Town of Groton authorized \$20,800,000 school bonds for a new elementary school on the site of the former Freeman Hathaway Elementary School (Northeast Academy) pursuant to Ordinance No. 259, and

WHEREAS, Ordinance No. 259 authorizes the Town Council to determine the amount of bonds to be sold, therefore be it

RESOLVED, that \$4,000,000 bonds be sold pursuant to said Ordinance.

WHEREAS, the Town of Groton authorized \$45,000,000 school bonds for Phase I of renovations and additions to Fitch High School pursuant to Ordinance No. 260, and

WHEREAS, Ordinance No. 260 authorizes the Town Council to determine the amount of bonds to be sold, therefore be it

RESOLVED, that \$5,000,000 bonds be sold pursuant to said Ordinance.

A motion was made by Councilor Wright, seconded by Councilor Streeter, that this matter be Adopted.

The motion carried unanimously

2006-0246 Introduction of Ordinance Amending Ordinance No. 194 Concerning Land Use Application Fees

INTRODUCTION OF AN ORDINANCE AMENDING ORDINANCE NO. 194 CONCERNING FEES FOR THE PROCESSING OF LAND USE APPLICATIONS AND PERMITS

An Ordinance Amending Town Ordinance No. 194 Concerning Fees for the Processing of Land Use Applications and Permits.

Be It Ordained By The Town Council:

Section 1. Enabling Provisions and Purpose. C.G.S. Section 8-1c provides for the Town Council to adopt fee schedules for land use applications and reviews associated with the work programs of the Planning Commission, Zoning Commission, Inland Wetlands Agency, and Zoning Board of Appeals. An ordinance, when adopted, supersedes any specific fee schedules established by respective agencies.

The schedule herein is intended to establish reasonable fees for the processing of all land use applications in a manner that funds the approximate actual municipal administrative costs of reviewing, evaluating, processing, and advertising land use applications as is necessary. These administrative costs shall further be defined to include additional payment(s) by the applicant for direct costs of materials and services associated with work performed by professionals, other than Town employees, including but not limited to professional/consultant reports, third party professional certifications, stenographic and transcription services associated with an application, and such other required certifications as the case may be.

Section 2. The following fees and/or charges for permits, applications and related administrative actions shall be as follows:

A) SUBDIVISION OR RESUBDIVISION REVIEW

Base Fee		\$400
1- 4 lots	\$225 per lot, plus base fee	
5- 49 lots	\$150 per lot, plus base fee	
50 lots or over	\$125 per lot, plus base fee	
Subdivision Modification		\$250

B) SITE PLAN REVIEW

Site Plan modification		\$150
Building size of 25,000 square feet or less		\$150
Building size of 25,000 - 100,000 square feet		\$250
Building size over 100,000 square feet		\$350
Administrative Site Plan		\$ 50

C) COASTAL SITE PLAN REVIEW

Non-Exempt Activities		\$150
Combined with Subdivision, Variance, Site Plan, Special Permit		\$ 75

D) SPECIAL PERMIT REVIEW

		\$400
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E) INLAND WETLANDS REVIEW

	Minor	Major
1 Lot/1-2 dwelling units	\$150	\$400
2 or more lots/3 or more dwelling units	\$150	\$400
1 lot/1 commercial or industrial building	\$150	\$400
Permit amendment, modification, renewal or extension	\$150	\$400
Regulation or map amendment		\$400
Permitted or non-regulated activity		No charge

F) ZONING AND SUBDIVISION AMENDMENT REVIEW

Regulation Amendment	\$400
Map Change	\$400

G) VARIANCE/APPEAL \$400

H) ZONING COMPLIANCE CERTIFICATION \$ 25

I) CERTIFICATE OF LOCATION \$ 150

All fees include a \$30 State Land Use Fee where applicable.

Section 3. Complex Application Fee: If an application is deemed by the Town staff or Board or Commission to be complex, the Town may charge an additional fee sufficient to cover the cost of reviewing and acting on complex application. Such fee may include, but not be limited to, the cost of retaining experts to analyze and review reports submitted by the applicant as part of the complex application. The Town staff and/or designated agent as the case may be shall estimate the Complex Application Fee within 21 days of the official receipt of the application by a respective Board or Commission. The fee shall be paid prior to the respective Board or Commission taking action on the complex application. Any portion of the Complex Application Fee in excess of the actual costs incurred shall be refunded to the applicant after publication of the Board or Commission's decision as required by law.

Section 4. Other Requirements. The Office of Planning and Development Services is authorized to create and implement reasonable and necessary procedures to address such necessary administrative costs and requirements noted in Sections 1 and 3 above to accomplish the provisions of this ordinance.

Section 5. Boards, commissions, councils, and departments of the Town of Groton are exempt from all fee requirements under this ordinance.

Section 6. This Ordinance hereby supersedes Ordinance No. 194 and any other Ordinance or measure concerning fees for the purposes specified in this Ordinance heretofore adopted.

Section 7. After (date) , fees may be amended by resolution of the Town Council and will be kept in the office of the Town Clerk.

Section 8. This Ordinance shall become effective on (date) .

Introduced by the Mayor and Referred for Information only to the RTM

The Mayor highlighted the following two features: the change in fees and the fact that the passing of this ordinance would not require the passing of another ordinance in order to make a change in land-use fees. Mayor Watson read Section 3 out loud. If the Resolution to set a public hearing passes, a public notice will be published in the newspaper.

2006-0247

Resolution Setting Public Hearing on Amendment of Ordinance No. 194 Concerning Land Use Application Fees

RESOLUTION SETTING PUBLIC HEARING ON AMENDMENT OF ORDINANCE CONCERNING LAND USE APPLICATION FEES

RESOLVED, that the Town Council will hold a public hearing on an Amendment to Ordinance No. 194 Concerning Land Use Application Fees on Tuesday, October 17, 2006 at 7:30 p.m. in Town Hall Annex Community Room 1.

A motion was made by Councilor Bond, seconded by Councilor Scott, that this matter be Adopted.

2006-0248 The motion carried unanimously
Job Description for Emergency Management and Communications Coordinator

RESOLUTION APPROVING A JOB DESCRIPTION FOR EMERGENCY MANAGEMENT
AND COMMUNICATIONS COORDINATOR

WHEREAS, the Town's emergency communications center needs to emphasize administrative and technical support including grant management, budget administration and long term planning, and

WHEREAS, the Department of Administrative Services has accordingly recommended a change in the duties of the position that will serve as assistant emergency management director, and

WHEREAS, employees in the current position of Telecommunicator IV can serve as lead persons on a shift, requiring less higher level supervision, now therefore be it

RESOLVED, that the Town Council approves the job description for Emergency Management and Communications Coordinator, dated August 2006, in place of the former position of Emergency Communications Center Supervisor.

A motion was made by Councilor Scott, seconded by Councilor Streeter, that this matter be Adopted.

Councilor Sheets stated that she was opposed to this resolution in committee due to her concern over the job description's language and the possibility of physical limitations.

The motion carried unanimously

XI. OTHER BUSINESS

None.

XII. ADJOURNMENT

A motion to adjourn at 8:35 p.m. was made by Councilor Kolnaski, seconded by Councilor Bond and so voted unanimously.

Attest:

Barbara Tarbox, Town Clerk

*Elga Concepcion
Office Assistant*