

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE LEGISLATIVE COUNCIL

The Legislative Council held their regular meeting on Wednesday, October 16, 2013 in the Council Chambers at the Municipal Center, 3 Primrose Street, Newtown, CT. Chairman Jeff Capeci called the meeting to order at 7:45pm.

**Present:** Robert Merola, Mary Ann Jacob, Daniel Honan, Neil Chaudhary, Dan Wiedemann, Jeff Capeci, Ryan Knapp, Joseph Girgasky, Paul Lundquist, George Ferguson, Phil Carrol

**Absent:** Daniel Amaral

**Also Present:** First Selectman Pat Llodra, Finance Director Bob Tait, George Benson and Lilla Dean of Planning and Zoning

*Voter Comment:* None

*Minutes from the Regular Meeting of September 18, 2013:* Ms. Jacob moved to approve the minutes from the regular of 9/18/13, and the special meeting of 9/25/13 Mr. Carrol, seconded. Mr. Capeci corrected that the 9/25/13 meeting minutes state that it was a regular meeting and needs to be corrected that it was a special meeting. Motion unanimously approved

*Communications:* Mr. Capeci has spoken with Dr. Reed with regard to the administrator's contract. That will be on the agenda next month and both Dr. Reed and Ms. Leidlien will be attending.

*Committee Reports:* Mr. Jacob explained that the charge to the ordinance committee was to look into ordinance to extend the veterans benefit. There is not enough time before the election to get the work done so it will be taken up after the election.

*First Selectman's Report:* Mrs. Llodra handed out a document that tracks the process we were using to make sure we have police in our elementary schools (attachment A). Part of the plan was to use overtime because the COPS grant or any other grant was not guaranteed. The Newtown has been denied for the COPS grant. Newtown has been awarded a grant from the Department of Justice that is dedicated for the same purpose as what the COPS grant which is \$180,000. There is a need for another position called a school safety officer which is trained by the state police. Enfield and North Branford are the first two districts that have used this approach in their school districts. Both districts handle it differently. One has them reporting to the Chief of Police and the other to the Board of Education. There is a large group going to both of these districts to see how this works. The position is for the school year, not full time. They are retired officers who would be armed but would not have the ability to arrest. The \$180,000 grant will help to offset the costs. The total cost through June 30, 2014 will be no less than \$360,000 it can be more but it won't be less.

## NEW BUSINESS

Ms. Jacob moved the RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$34,217 TO BE FUNDED FROM THE SANDY HOOK SPECIAL REVENUE FUND "UNDESIGNATED" DONATIONS ACCOUNT 1-133-11-000-5800-4014 FOR THE PURPOSE OF PROVIDING ADDITIONAL VIDEO SURVEILLANCE EQUIPMENT AND THE ASSOCIATED LABOR NEEDED TO MEET THE ADDITIONAL SECURITY SYSTEM REQUIREMENTS FOR HAWLEY, HEAD O'MEADOW, REED INTERMEDIATE AND NEWTOWN MIDDLE SCHOOL THAT FELL OUTSIDE THE SCOPE OF WORK OF THE DONATED SOLUTION(Attachment B). Mr. Ferguson seconded, motion unanimously accepted.

Ms. Jacob moved to wave the reading of the resolution below in its entirety. Mr. Ferguson seconded, motion unanimously accepted.

Ms. Jacob moved the RESOLUTION TO AUTHORIZE AND DIRECT THE BOARD OF SELECTMAN TO CALL A SPECIAL TOWN MEETING TO CONSIDER AND ACT UPON A RESOLUTION AMENDING A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$774,162 FOR THE DEMOLITION OF THE EXISTING PLAYGROUND AREA AND THE PLANNING, DESIGN, ACQUISITION AND CONSTRUCTION OF A NEW PLAYGROUND AREA AT DICKINSON PARK LOCATED IN THE TOWN OF NEWTOWN, CONNECTICUT AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PROGRAM AN AUTHORIZING THE ISSUANCE OF \$774,162 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TRESPORARY BORROWING FOR SUCH PURPOSE. AMENDING BY INCREASING THE AMOUNT OF THE APPROPRIATION THERIN BY \$91,950 FROM \$774,162 TO \$866,112 (Attachment C). Mr. Ferguson second, The original project was \$884,000 but was only funded for \$438,000 in the CIP. They have received donations and built it back up to their original plan using donations. Motion unanimously accepted.

Ms. Jacob moved to A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$42,998.56 TO BE FUNDED FROM THE SANDY HOOK SPECIAL REVENUE FUND "FIRST RESPONDERS" DONATION ACCOUNT 1-133-11-000-5800-4023 FOR THE PURPOSE OF EMERGENCY SERVICES PROGRAM EXPENDITURES. THE AMOUNT TO BE DIVIDED AMONG THE FOLLOWING ENTITIES: Newtown Police Department \$11,913.52, Newtown Fire Commission \$15,542.52. Newtown Volunteer Ambulance Corps \$15, 642.52 (Attachment D). Mr. Lundquist seconded. Mr. Tait explained that the police have already gotten vests with these funds, and if you add the amount spent and the amount allocated the disbursement are equal amounts. Ms. Jacob asked why Underwater Search and Rescue was included. An appropriation from undesignated funds will be made to NUSAR at a later time. Motion unanimously accepted (recuse - Mr. Ferguson).

Newtown Plan of Conservation and Development 2014 – Ms. Jacob made motion to accept the Newtown Plan of Conservation and Development 2014 as presented. Mr. Honan seconded. Mr. Benson explained that the new version of the plan is updated a year early, and it is user

friendly. Ms. Llodra commented that it is very well written, usable document and encourage everyone to read it. Motion unanimously accepted.

Mr. Ferguson moved to go into executive session at 8:49pm to discuss personnel and legal issues and invited the First Selectman to attend. Mr. Lundquist seconded, motion unanimously accepted. At that time, the clerk left the meeting. Executive session ended at 9:10pm

Ms. Jacob moved to transfer \$25,480.00 from Contingency 1-101-20-570-5899-000 to Salary and Wages-Full Time 1-101-11-205-5110-0000 \$23,668.00 and Social Security Contributions 1-101-11-205-5220-0000 \$1,812. (Attachment E). Mr. Ferguson seconded and made a friendly amendment such that the words "up to" proceed each of the amounts, motion unanimously accepted.

Voter Comment: None

Announcements: None

Having no further business, the meeting was adjourned at 9:14pm

Respectfully Submitted,  
Arlene Miles, Clerk

Attachments:

Attachment A – School Security Expenditures/Revenue

Attachment B – Resolution-funded from the Sandy Hook Special revenue fund "undesignated"

Attachment C – Resolution-funded from "Parks", "Playgrounds", "Other"

Attachment D – Resolution-funded from the Sandy Hook Special revenue fund "first responders"

Attachment E - Transfer

## Attachment A

### CONVERSATIONS, PLANS, & POSSIBILITIES RELATED TO SCHOOL SECURITY - July 30, 2013

*The discussion below considers how security for the public schools located in Newtown will be provided. This does not include Sandy Hook School, for which separate and distinct plans are made.*

It is important to state right at the outset that the intention and commitment made by the Town, the Police department and School District to provide armed security for our public schools remains intact. Dr. Reed, Chief Kehoe and I have met several times this summer to discuss what form that plan would take come the opening of school in September. Those discussions have led us to understand that we have three possibilities moving forward: short-term; mid-term; and long term. In the short-term, Newtown police will be assigned to the elementary schools (and as a back-up to the juvenile officer at Reed) from overtime. We will use funds from that budget account to compensate officers for the additional duty. There will be NO gap in service. This overtime approach will remain in place until we are able to implement the mid-term plan.

The mid-term plan calls for the assignment of SROs or new hires as school officers for the three Newtown-based elementary schools and the assignment of a back-up for the juvenile officer at Reed to ensure that no armed security gap exists at that school. The grant for SROs, if funded, will provide for two officers. The third position would come through an additional new hire funded by the municipal budget. We do not know yet the status of our application to fund school resource officers through the grant. We are hoping to know that answer by September. Further, we need to fully understand the future obligations taken on by the town through this grant, if funded. At the very least we do know that the grant will require the Town to maintain the two SRO positions through our local budget for at least one year after the end of the two-year grant fund. The critical concept in this approach is that the police department will be increased by three officers and the importance of ensuring the future funding necessary to add these positions to the local budget, partially offset by grant revenues.

The long-term plan includes the possibility of a new 'position', called school safety officer, to provide armed officers in our public schools. This role is just being developed in two other CT communities and the certification process is being developed through the State Police. Recently retired police officers are eligible for the school safety officer (SSO) positions. The roles, responsibilities, and scope of authority of an SSO are being developed and are expected to be released sometime soon. When the job description and certification process are complete the district safety committee and town and school representatives will conduct site visits to help evaluate how this alternative is working and ultimately make a recommendation one way or the other to the Board of Education about this option. These positions would be school-year based and not full additions to the ranks of sworn personnel of our Newtown Police Department.

Please know also that each of our schools will be served by security guards in addition to an armed officer. Again, remember that the discussion in this document relates to schools located in Newtown. The Sandy Hook School, temporarily located in Monroe, has a separate and distinct plan.

TOWN OF NEWTOWN

SCHOOL SECURITY

2013-2014

ESTIMATED EXPENDITURES:

POLICE OVERTIME:

3 ELEMENTARY SCHOOLS (ONE OFFICER AT EACH) = \$30,000 PER MONTH X 10 MONTHS = \$300,000  
1 ELEMENTARY SCHOOL (SANDY HOOK AT MONROE) \*\* = \$10,000 PER MONTH X 6 MONTHS = \$ 60,000  
TOTAL ESTIMATED COST USING POLICE OVERTIME \$360,000

SOURCES OF REVENUE:

JAG GRANT #2 \$182,000  
CONTINGENCY ACCOUNT (GENERAL FUND) \$178,000  
\$360,000

Note: The above estimate assumes the use of police OT for the entire fiscal year. Currently police OT is being used.


Armed Security Officers (10 month position) (retired police officers) are an option.

\*\* MONROE'S JAG GRANT FOR SCHOOL SECURITY ENDS ON 12/31/2013 (LEAVING SIX MORE MONTHS IN THE SCHOOL YEAR).

\*\*\* JAG GRANT #2 IS AN ADD ON TO THE FIRST JAG GRANT (\$602,000); IT REPLACED THE COPS GRANT WHICH THE TOWN DID NOT GET AWARDED. GRANT PERIOD IS BEING DETERMINED.

**NEWTOWN PUBLIC SCHOOLS  
BUSINESS OFFICE**

**MEMORANDUM**

**DATE:** September 18, 2013  
**TO:** Bob Tait, Finance Director  
**FROM:** Ron Bienkowski, Director of Business   
**SUBJECT:** Board of Education Approval from Special Revenue Fund

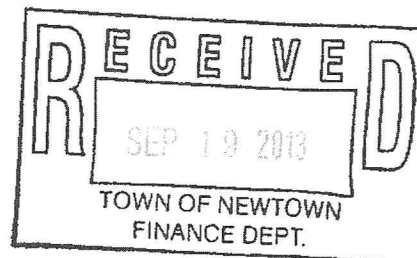
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On September 17, 2013 the Board of Education approved the request of \$34,217 from the Special Revenue fund – Undesignated account #1-133-11-000-5800-4014 for the purpose of providing additional video surveillance equipment and the associated labor needed to meet the additional security system requirements for Hawley, Head O'Meadow, Reed Intermediate and Newtown Middle School that fell outside the scope of work of the donated solution. In addition to this amount, \$9,074 of funding for this purpose will be provided by the Hawley fund.

Please forward this action onto the next step in the process.

Thank you.

cc: John Reed, Interim Superintendent



- A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$34,217 TO BE FUNDED FROM THE SANDY HOOK SPECIAL REVENUE FUND "UNDESIGNATED" DONATIONS ACCOUNT 1-133-11-000-5800-4014 FOR THE PURPOSE OF PROVIDING ADDITIONAL VIDEO SURVEILLANCE EQUIPMENT AND THE ASSOCIATED LABOR NEEDED TO MEET THE ADDITIONAL SECURITY SYSTEM REQUIREMENTS FOR HAWLEY, HEAD O'MEADOW, REED INTERMEDIATE AND NEWTOWN MIDDLE SCHOOL THAT FELL OUTSIDE THE SCOPE OF WORK OF THE DONATED SOLUTION.

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AMY E. W. MANGOLD  
DIRECTOR

## TOWN OF NEWTOWN

### PARKS AND RECREATION DEPARTMENT

[www.newtown-ct.gov](http://www.newtown-ct.gov)

September 13, 2013

Mr. John Kortze, Chair  
Board of Finance

Dear John,

I am requesting a resolution for a special appropriation totaling \$866,112 this is an addition of \$91,950 to change the already approved funding of \$774,162 to \$866,112, to be financed by a combination of funding sources. This funding will include the bonding of \$438,000 from the CIP, along with donations specific to the playground and undesignated funds up to \$25,000 and surcharge up to \$50,000. This is to build a new playground area at Dickinson Park to replace the existing playground that has met its useful life. The current playground does not meet current safety standards for material, has had pieces removed due to the unsafe conditions and does not fulfill any ADA requirements. This project has been moved around in the CIP for more than nine years. It is finally in this fiscal year of 2013/2014 and this project is long overdue.

I'm asking the Board of Finance to include this amended appropriation action on its October 15th, agenda.

Sincerely,

A handwritten signature in cursive script that reads "Amy E. W. Mangold". The signature is written in dark ink and is positioned above the printed name.

Amy Mangold



A RESOLUTION AMENDING A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$774,162 FOR THE DEMOLITION OF THE EXISTING PLAYGROUND AREA AND THE PLANNING, DESIGN, ACQUISITION AND CONSTRUCTION OF A NEW PLAYGROUND AREA AT DICKINSON PARK LOCATED IN THE TOWN OF NEWTOWN, CONNECTICUT AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PROGRAM (2013-14 TO 2017-2018, INCLUSIVE) AND AUTHORIZING THE ISSUANCE OF \$774,162 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

RESOLVED:

Section 1. Section 1 of the resolution entitled "Resolution Providing For A Special Appropriation In The Amount Of \$774,162 For The Demolition Of The Existing Playground Area And The Planning, Design, Acquisition And Construction Of A New Playground Area At Dickinson Park Located In The Town Of Newtown, Connecticut As Authorized In The Capital Improvement Program (2013-14 To 2017-2018, Inclusive) And Authorizing The Issuance Of \$774,162 Bonds Of The Town To Meet Said Special Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose", approved at a [Town Meeting held August 16, 2013], (the "Resolution") is hereby amended by increasing the amount of the appropriation therein by \$91,950 from \$774,162 to \$866,112, thereby making said Section read as follows:

'Section 1. The sum of \$866,112 is a special appropriation made pursuant to Chapter 6, Section 6-30 (a), (b) and (c) of the Town Charter of the Town of Newtown (the "Town") for the demolition of the existing playground area and the planning, design, acquisition and construction of a new playground area at Dickinson Park, as authorized in the Capital Improvement Program (2013-14 to 2017-18, inclusive), and for administrative, financing, legal and costs of issuance related thereto (collectively, the "Project"), said appropriation to be inclusive of any and all State and Federal grants-in-aid and other third party sources of funds thereof.'

Section 2. The first sentence of Section 2 of the Resolution is hereby amended by increasing the amount of the bond authorization therein by \$91,950 from \$774,162 to \$866,112, thereby making said sentence read as follows:

'Section 2. To meet said appropriation, \$866,112 bonds of the Town, or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the maximum maturity permitted by the General Statutes of the State of Connecticut, as amended from time to time (the "Connecticut General Statutes").'

Section 3. Section 5 of the Resolution shall be applicable to the appropriation and bond authorization added by this amendment, as of the date of the adoption of such amendment.

- A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$125,815 TO BE FUNDED FROM THE FOLLOWING SANDY HOOK SPECIAL REVENUE FUND ACCOUNTS:

○ 2-133-05-000-4550-4018	"PARKS"	\$2,500
○ 2-133-05-000-4550-4024	"PLAYGROUND"	\$23,315
○ 2-133-05-000-4550-4024	"OTHER"	\$100,000**

FOR THE PURPOSE OF PARTIALLY FUNDING THE DICKINSON PLAYGROUND PROJECT. THIS AMOUNT REPRESENTS AN AMOUNT ABOVE AND BEYOND THE CIP BONDING AMOUNT FOR THE PROJECT (I.E. IT DOES NOT SUPPLANT).

\*\* A donation of \$100,000 for the Dickinson Playground project was entered into the "other" account

- A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$42,998.56 TO BE FUNDED FROM THE SANDY HOOK SPECIAL REVENUE FUND "FIRST RESPONDERS" DONATIONS ACCOUNT 1-133-11-000-5800-4023 FOR THE PURPOSE OF EMERGENCY SERVICES PROGRAM EXPENDITURES. THE AMOUNT TO BE DIVIDED AMONG THE FOLLOWING FIRST RESPONDER ENTITIES:
  - NEWTOWN POLICE DEPARTMENT \$11,913.52
  - NEWTOWN FIRE COMMISSION \$15,542.52
  - NEWTOWN VOLUNTEER AMBULANCE CORPS \$15,542.52



**TOWN OF NEWTOWN  
APPROPRIATION (BUDGET) TRANSFER REQUEST**

**FISCAL YEAR** 2013 - 2014 **DEPARTMENT** Finance **DATE** 9/30/13

	<u>Account</u>	<u>Amount</u>	
<b>FROM:</b>	<b>1-101-20-570-5899-0000</b> CONTINGENCY	<b>(25,480.00)</b>	USE NEGATIVE AMOUNT
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	.		
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	.		
	.		
	.		
<b>TO:</b>	<b>1-101-11-205-5110-0000</b> SALARIES & WAGES - FULL TIME	<b>23,668.00</b>	USE POSITIVE AMOUNT
	<b>1-101-11-205-5220-0000</b> SOCIAL SECURITY CONTRIBUTIONS	<b>1,812.00</b>	
	.		
	.		
	.		

**REASON:** INFORMATION TECHNOLOGY SALARY ADJUSTMENTS ARE NECESSARY TO MAKE THEM COMPETITIVE WITH OTHER MUNICIPAL IT DEPARTMENTS.

*Ex. Session*

**AUTHORIZATION:** \_\_\_\_\_ date: \_\_\_\_\_

(1) DEPARTMENT HEAD	_____	_____
(2) FINANCE DIRECTOR	<i>[Signature]</i>	<u>9/30/13</u>
(3) SELECTMAN	<i>[Signature]</i>	<u>10/7/13</u>
(4) BOARD OF SELECTMEN	<i>[Signature]</i>	_____
(5) BOARD OF FINANCE	_____	_____
(6) LEGISLATIVE COUNCIL	_____	_____

AUTHORIZATION SIGN OFF

FIRST 335 DAYS >>>>WITH IN A DEPT.>>>>LESS THAN \$50,000>>>> (1), (2) & (3) SIGNS OFF; MORE THAN \$50,000>>>> (1), (2), (3) & (5) >>>>ONE DEPT TO ANOTHER>>>>LESS THAN \$200,000>>>>ALL EXCEPT (6); MORE THAN \$200,000>>>>ALL SIGN OFF

AFTER 335 DAYS >>>>(1), (2), (3), (5) & (6) ANY AMOUNT FROM CONTINGENCY>>>> ALL SIGN OFF

**TOWN OF NEWTOWN**  
**INFORMATION TECHNOLOGY DEPARTMENT - PROPOSED SALARY ADJUSTMENTS**  
**2013 - 2014**

Reason - Salary adjustments are necessary in the Information Technology Department to make them competitive with other municipal IT departments.

**2013 - 2014**

1-101-11-205-5110 SALARIES & WAGES - FULL TIME	Current Budget	Adjustment	Adjusted Budget
technology 205 GIS/TECH Director nu 1	88,202	1,798	90,000
Technology Specialist nu 1	50,340	9,660	60,000
GIS Software Specialist nu 1	44,790	12,210	57,000 **
Secretary Support (5 hours per week)	6,368		
	189,700	23,668	207,000

\*\* Similar position in BOE IT = \$57,039

Additional FICA 1,812

TOTAL TRANSFER FROM CONTINGENCY NEEDED >>>>>>>>  
 25,480

Note: \$29,934 was added to contingency as a result of the "Water / Sewer" budget amendment, which increased general fund revenues by \$125,000. Therefore, effectively, this transfer is 97% covered by the additional revenues.