

**MINUTES
PUBLIC HEARING
CITY COUNCIL & WPC AUTHORITY
SEPTEMBER 15, 2014**

A **PUBLIC HEARING** was held by the City Council & WPC Authority in the City Hall Auditorium on Monday, September 15, 2014.

Those in attendance included Mayor Elinor Carbone, Corporation Counsel Raymond Rigat, City Councilors Paul Cavagnero, Gregg Cogswell, Drake Waldron and Paul Samele. City Clerk Joseph Quartiero, Police Chief Michael Maniago, Fleet Manager Emil Castro, IT Director Gerald Crowley, Comptroller Alice Proulx, Fire Chief Gary Brunoli and Deputy Fire Chief Christopher Pepler were also present. City Councilors Christopher Anderson and Anne Ruwet were absent. Mr. Arthur Bogen of Down To Earth Consulting, LLC was also present.

Mayor Carbone called the Public Hearing to order at 6:54 p.m.

City Clerk Joseph Quartiero read the legal notice.

There was no one present who wished to speak.

Mayor Carbone closed the Public Hearing at 6:55 p.m.

**MINUTES
REGULAR MEETING**

Mayor Carbone called the Regular Meeting to order at 6:55 p.m. beginning with the Pledge of Allegiance, followed by a moment of silence to acknowledge the passing of a longtime, dedicated public servant for the City, Joseph Ruwet.

ADOPT ORDINANCE – Regional Animal Control

On a motion by Councilor Waldron, seconded by Councilor Cogswell, the Board of Councilmen unanimously adopted the following ordinance by roll call vote:

Redemption Fees for Impounded dog, cat or other animal.

In accordance with Conn. Gen. Stat. Sec. 22-333, any dog, cat or other animal captured or impounded by the Regional Animal Control Authority shall be redeemed by the owner or keeper thereof, or the agent of such owner or keeper, upon proper identification; and, if the animal in question is a dog, upon presentation to the Animal Control Officer of a license and tag for such dog, and upon the payment by such owner or keeper or his agent of (1) a redemption fee of fifteen dollars; and (2) the cost of advertising incurred under the provisions of Conn. Gen. Stat. Sec. 22-332. When the owner or keeper of any such impounded dog, cat or other animal fails to redeem such dog, cat, or other animal within twenty-four hours after receiving notification to do so, or, where the owner was unknown, within twenty-four hours after notification was effected by means of publication in a newspaper, such owner or keeper shall pay, in addition to such redemption fee and cost of advertising, the amount determined by the Regional Animal Control Authority to be the full cost of detention and care of such impounded dog, cat or other animal.

The owner or keeper of any dog, cat or other animal impounded for the purposes of quarantine, as set forth in Conn. Gen. Stat. Sections 22-358 and 22-359, shall pay the amount determined by the Regional Animal Control Authority to be the full cost of detention and care of such quarantined animal.

Any owner or keeper of any impounded dog, cat or other animal who fails to redeem such dog, cat or other animal within one hundred twenty hours after receiving notification to do so shall have committed an infraction.

All fees collected pursuant to this ordinance will be deposited into a Regional Animal Control Facility Fund to be used for operating expenses of the Regional Animal Control Facility Fund.

MINUTES

On a motion by Councilor Waldron, seconded by Councilor Samele, the Council voted unanimously to accept the minutes of the Public Hearing held September 2, 2014.

On a motion by Councilor Waldron, seconded by Councilor Samele, the Council voted unanimously to accept the minutes of the Special Meeting held jointly with the Board of Finance on September 2, 2014.

On a motion by Councilor Waldron, seconded by Councilor Cogswell, the Council voted unanimously to accept the minutes of the Regular Meeting held September 2, 2014.

OPEN TO THE PUBLIC

On a motion by Councilor Waldron, seconded by Councilor Samele, the Council voted unanimously to open the meeting to the public. There was no one present who wished to speak.

FINANCE DEPT. REQUESTS

On a motion by Councilor Waldron, seconded by Councilor Cogswell, the Council voted unanimously to authorize refund overpayments totaling \$160.66 to City water account customers, pending Board of Finance approval September 16, 2014. (Addendum 1)

FINANCE DEPT. REQUESTS Continued

On a motion by Councilor Waldron, seconded by Councilor Samele, the Council voted unanimously to authorize the budget amendments/transfers for FY2013/2014 listed in the Comptroller's Memo dated August 26, 2014 (Addendum 1) pending Board of Finance approval September 16, 2014.

On a motion by Councilor Waldron, seconded by Councilor Cogswell, the Council voted unanimously to authorize amendments to the 2014/2015 Police Dept. budget per the Comptroller's Memo dated August 26, 2014 (Addendum 2) pending Board of Finance approval September 16, 2014. Ms. Proulx said this Police Dept. request to break out overtime lines will provide a better tracking mechanism.

FIRE DEPT. PARKING LOT

On a motion by Councilor Waldron, seconded by Councilor Samele, the Council voted unanimously to authorize the Fire Dept. to waive the bid process, and retain the services of Rafferty Fine Grading, Inc. of Enfield, CT and O & G Industries, Inc. of Torrington, CT for reclaiming, grading and paving the parking lot and driveway areas at Fire Headquarters for a projected cost of \$96,323.68 plus any storm drain repairs, having been approved by the Board of Public Safety on Sept. 3, 2014. Mayor Carbone explained that the bid process could be waived because O & G Industries has a State Contract and Chief Brunoli added that Rafferty does the City's grinding.

PHONE SYSTEM UPGRADE

On a motion by Councilor Waldron, seconded by Councilor Samele, the Council voted unanimously to authorize the IT Dept. to waive the bid process and purchase a phone system upgrade for City Facilities from Total Communications, Inc. of East Hartford, CT. Mr. Crowley explained he is looking for a contractor located in the state and this one is the highest rated.

PURCHASE SNOW PLOWS

On a motion by Councilor Waldron, seconded by Councilor Cogswell, the Council voted unanimously to accept the recommendation of the Fleet Manager, Superintendent of Streets and Purchasing Agent and authorize the Mayor to award the purchase of the International Plow Truck to Marola Motor Sales, Inc., of Torrington, CT in the amount of \$162,500, and to authorize the Mayor to act on behalf of the City regarding the execution of the contract and its administration, approved by the Vehicle Replacement Advisory Board on August 18, 2014.

On a motion by Councilor Waldron, seconded by Councilor Samele, the Council voted unanimously to accept the recommendation of the Fleet Manager, Superintendent of Streets and Purchasing Agent and authorize the Mayor to award the purchase of six snow plows to W.H. Rose of Columbia, CT for \$50,376, and to authorize the mayor to act on behalf of the City regarding the execution of the contract and its administration, approved by Vehicle Replacement Advisory Board on August 18, 2014.

THS ATHLETIC FIELDS PAYMENT

On a motion by Councilor Waldron, seconded by Councilor Cogswell, the Council voted unanimously to authorize the payment of \$6882.92 to Gale Assocs. for invoice #1406330, architectural services at the THS Athletic Field renovation project, having been approved by the THS Athletic Fields Building Committee on Sept. 4, 2014.

SMALL CITIES PROJECT APPROVALS

On a motion by Councilor Waldron, seconded by Councilor Samele, the Council voted unanimously to accept the recommendation of the Small Cities Committee and approve Projects 143-325, #143-350 and #143-341. Councilor Waldron explained that the first two projects have little risk and plenty of equity. He said the third one really needs some help, and in the spirit of the program, the Small Cities Committee recommends its approval.

SANITARY SEWER CAPITAL IMPROVEMENT

On a motion by Councilor Waldron, seconded by Councilor Samele, the City Council herein acting as the Water Pollution Control Authority voted unanimously to approve the following payments from Fund #490 Sanitary Sewer Capital Improvement for Capital Project D-2A East Drainage Basin Rehabilitation:

| DATE | CONTRACTOR | INVOICE# | AMOUNT\$ | DESCRIPTION |
|---------|-------------------------|----------|--------------|-------------------------------|
| 7/31/14 | True Blue Environmental | Req #2 | \$202,594.60 | East Drainage Basin I/I Rehab |
| 8/15/14 | True Blue Environmental | Req #3 | \$81,058.38 | East Drainage Basin I/I Rehab |

ADD TO AGENDA

On a motion by Councilor Waldron, seconded by Councilor Cogswell, the Council voted unanimously to add Section B to the Agenda.

Section B

FRANKLIN ST. FENCING

On a motion by Councilor Waldron, seconded by Councilor Samele, the Council voted unanimously to authorize the expenditure of up to \$15,000 from Contingency for fencing at Franklin Street, pending Board of Finance approval.

Mayor Carbone said she believes there are sufficient funds from our grant match to cover this expenditure, but needs the Boards' approval in advance. She explained that the remediated portion of the property needs to be separated from the portion that was not remediated, and another stretch of fencing will be installed along the flood wall. If used, the contingency funds might not be replaced, she said.

REGIONAL BROWNFIELD PARTNERSHIP

On a motion by Councilor Waldron, seconded by Councilor Cogswell, the Council voted unanimously to approve a membership request for the Regional Brownfield Partnership of West Central CT.

Mr. Bogen explained that this institution supports municipalities as they deal with complicated brownfield issues. It has the capacity to help administer grants, consult on technical issues as a liaison with EPA and CT DEEP, help with unexpected situations and assist with obtaining further resources.

Mayor Carbone noted that having a membership such as this helps grant applications.

Mr. Bogen explained that the \$800 membership fee covers almost everything but if they issue a grant, additional charges would be involved. There would be administrative costs if they accompanied Torrington to the State, he said, but those costs would be built into the budget and approved by Council. Mr. Bogen invited the Council to attend educational meetings and said this is an association of municipalities working together to expand their capacity and assist one another. He noted that it does not create an obligation for the City to work with the partnership.

SMALL CITIES SUBORDINATION OF LOAN

On a motion by Councilor Waldron, seconded by Councilor Samele, the Council voted unanimously to authorize Corporation Counsel to proceed with the subordination of a loan on a property with a temporary project number of B1266. Councilor Waldron explained that if this property is foreclosed the City would lose the money. This subordination would allow for the possibility of refinancing, he said.

BUSINESS BY DEPT. HEADS

On a motion by Councilor Waldron, seconded by Councilor Cogswell, the Council voted unanimously to consider business presented by Department Heads. There was no business presented.

Mr. Quartiero reported that the Water Pollution Control Facility upgrade question has been approved and will be printed as question #2 on November's State Election Ballot.

BUSINESS BY MAYOR AND COUNCIL

On a motion by Councilor Samele, seconded by Councilor Cogswell, the Council voted unanimously to consider business presented by the Mayor and members of the City Council.

Councilor Cavagnero expressed his condolences to the Ruwet family and asked the Mayor and Council to consider discussing matters of public education, since it impacts the growth of the City. Mayor Carbone said she sees no problem with this if the Council is willing.

Councilor Cogswell expressed his condolences to the Ruwet family and congratulated Mr. Quartiero on being named CT Town Clerk of the Year.

Councilors Samele and Waldron also congratulated Mr. Quartiero and expressed their condolences to the Ruwet family.

Mayor Carbone agreed that losing Joe Ruwet is a tremendous loss to the community, to the family and to the State. She said he represented Torrington proudly and well. She also congratulated Mr. Quartiero on doing a great job representing the City at the state level with the CT Town Clerks Assn. and said she's very proud of that.

Mayor Carbone announced the Clean Up the World event on September 20th.

ADJOURNMENT

On a motion by Councilor Samele, seconded by Councilor Cogswell, the Council voted unanimously to adjourn at 7:26 p.m.

ATTEST: JOSEPH L. QUARTIERO, CMC
CITY CLERK

Carol L. Anderson CMC
Asst. City Clerk

Addendum 1



Memo

To: Mayor Carbone, City Council, Board of Finance
From: Alice Proulx, City Comptroller
Date: August 28, 2014
Re: Refund of Overpayment – Water Accounts

Approved by City Council
 Date: 9-15-2014
 unan.

I respectfully request authorization to refund overpayments totaling \$160.66 to the following City water account customers (accounts are no longer active). Payments will be charged to contingency line item 0010.0047.5651.0000.

Thank you for your consideration in this matter. .

| | |
|------------------------|---------|
| Customer # 996-501-102 | \$64.71 |
| Customer #996-003-903 | \$5.32 |
| Customer #996-021-201 | \$21.44 |
| Customer #996-002-301 | \$53.17 |
| Customer #996-502-400 | \$16.02 |

City Of Torrington



FINANCE DEPARTMENT
 140 Main St.
 Torrington, CT 06790

Tel: (860) 489-2205
 Fax: (860) 489-2582

Date: 8/26/14

To: Mayor Carbone, City Council, Board of Finance
 From: Alice Proulx, City Comptroller

Approved by City Council
 Date: 9-15-2014
 unan.

I respectfully request authorization to complete the following budget amendments/transfers for fiscal year 2013/2014.

Transfer Requests:
 General Government:

| Department | Budget Transfer Out | | Budget Transfer In |
|--|---------------------|--------------------------------------|---------------------|
| 0010.0001 Assessor | \$7,020.03 | 0010.0018 Info Tech | \$7,020.03 |
| 0010.0002 Bd of Tax Review | \$2,121.25 | 0010.0018 Info Tech | \$2,121.25 |
| 0010.0003 Bds and Agencies | \$22,560.05 | 0010.0023 Police | \$22,560.05 |
| 0010.0006 City Clerk | \$434.59 | 0010.0004 Building | \$434.59 |
| 0010.0006 City Clerk | \$9,080.31 | 0010.0018 Info Tech | \$9,080.31 |
| 0010.0007 Comptroller | \$1,212.69 | 0010.0018 Info Tech | \$1,212.69 |
| 0010.0007 Comptroller | \$600.53 | 0010.0017 Treasurer | \$600.53 |
| 0010.0008 Corp Counsel | \$7,973.40 | 0010.0018 Info Tech | \$7,973.40 |
| 0010.0011 Mayor | \$8,162.43 | 0010.0018 Info Tech | \$8,162.43 |
| 0010.0014 Purchasing | \$2,569.23 | 0010.0018 Info Tech | \$2,569.23 |
| 0010.0015 Registrars | \$5,839.47 | 0010.0018 Info Tech | \$5,839.47 |
| 0010.0015.0010 Election | \$9,315.00 | 0010.0018 Info Tech | \$9,315.00 |
| 0010.0016 Elderly Services | \$697.01 | 0010.0018 Info Tech | \$697.01 |
| 0010.0016 Elderly Services | \$1,006.11 | 0010.0012 Personnel | \$1,006.11 |
| 0010.0039 Economic Dev | \$3,237.29 | 0010.0012 Personnel | \$3,237.29 |
| 0010.0039 Economic Dev | \$5,273.07 | 0010.0013 P & Z | \$5,273.07 |
| Public Safety: | | | |
| 0010.0019 Public Safety-Misc | \$5,748.13 | 0010.0022 Fire | \$5,748.13 |
| 0010.0019 Public Safety-Misc | \$1,906.57 | 0010.0022.0019 Volunteers | \$1,906.57 |
| 0010.0047 Contingency | \$13,984.23 | 0010.0023 Police | \$13,984.23 |
| 0010.0019 Public Safety-Misc | \$17,712.63 | 0010.0023.0021 Animal Control | \$17,712.63 |
| 0010.0020 Emergency Mgmt | \$1,222.85 | 0010.0023.0021 Animal Control | \$1,222.85 |
| 0010.0020 Emergency Mgmt | \$2,273.47 | 0010.0023.0024 Traffic | \$2,273.47 |
| 0010.0047 Contingency | \$4,041.31 | 0010.0023.0024 Traffic | \$4,041.31 |
| Public Works: | | | |
| 0010.0032 Parks | \$26,077.54 | 0010.0031 Street | \$26,077.54 |
| Pension & Miscellaneous: | | | |
| 0010.0043 Insurance | \$17,929.29 | 0010.0044 Pension & Benefits | \$17,929.29 |
| 0010.0045 Tax Collector | \$33,047.50 | 0010.0044 Pension & Benefits | \$33,047.50 |
| Citywide: | | | |
| Various-Equip Maint Chargeback | \$147,562.65 | 0010.0049 Citywide | \$147,562.65 |
| Total General Fund Budget Transfers | \$358,608.63 | | \$358,608.63 |
| Transfers to Capital Projects/Reserve Funds: | | | |
| 0010.0016 Elderly Services | \$15,000.00 | 0310.8888 Capital Projects | \$15,000.00 |
| 0010.0031 Street | \$68,058.71 | 0310.8888 Capital Projects | \$68,058.71 |
| 0010.0032 Parks | \$3,415.10 | 0310.8888 Capital Projects | \$3,415.10 |
| 0010.0032 Parks | \$7,235.37 | 0311.8888 Capital Reserve | \$7,235.37 |
| Total Capital Transfer Requests | \$93,709.18 | | \$93,709.18 |
| Budget Amendments | | | |
| | Revenue | Expense | |
| 0010.0071 Building Dept Revenue | \$2,800.00 | 0010.0004 Bldg State Fees | \$2,800.00 |
| 0010.0073 Public Safety Outside Duty | \$373,000.00 | 0010.0019 Public Safety Outside Duty | \$373,000.00 |
| 0010.0073 Public Safety Animal Control | \$9,350.00 | 0010.0023.0021 Animal Control | \$9,350.00 |
| 0010.0073 Public Safety Traffic | \$9,348.00 | 0010.0023.0024 Traffic | \$9,348.00 |

Thank you for your consideration in this matter.

Addendum 2

City of Torrington
Finance Department

Memo

To: Mayor Carbone, City Council, Board of Finance
From: Alice Proulx, City Comptroller *AP*
Date: August 26, 2014
Re: 2014/2015 Budget Amendments

Per attached memo, I respectfully request authorization to amend the 2014/2015 Police Department budget. These amendments will allow for clearer tracking of overtime costs.

Thank you for your consideration in this matter.

Date: 6/13/14

To: Alice

From: Gina

Re: 2014-15 Budget Amendments

| Transfer From: | Transfer To: | Amount | Department |
|--|--|--------------------|------------|
| 0010.0023.5104.0000 Police Overtime | 0010.0023.5387.0004 AIT Overtime | \$6,500.00 | Police |
| 0010.0023.5104.0000 Police Overtime | 0010.0023.5387.0005 Spec Squad Overtime | \$16,500.00 | Police |
| Total | | \$23,000.00 | |

These amendments will transfer overtime to 2 new accounts for AIT and SERT.