

**Board of Selectmen
Regular Meeting
Town Hall Conference Room
Wednesday, April 6, 2011
Minutes**

Present: First Selectman William W. Fritz, Jr.; Selectmen Dolly Mezzetti, Thomas Vicino and Carol Walter.

Absent: Selectmen Ray Apel

The meeting was called to order at 8:00 AM

PLEDGE OF ALLEGIANCE

Everyone stood and pledged allegiance to the United States flag.

VISITORS

No one wished to speak

APPROVAL OF MINUTES – MARCH 23, 2011

Vicino made a motion, seconded by Walter, to approve the minutes from March 23, 2011. Mezzetti abstained from voting. The motion passed.

RESIGNATIONS AND APPOINTMENTS

Fritz received a written request from the Republican Town Committee requesting to appoint Susan Dubey (R) to the Capital Expenditure Committee. Mezzetti made a motion, seconded by Walter, to appoint Susan Dubey to the Capital Expenditure Committee. The motion was unanimously approved.

MORGAN BUILDING COMMITTEE’S RECOMMENDATION TO HIRE DAVID THOMPSON ARCHITECTS FOR CONCEPTUAL DRAWINGS

At a Town meeting on March 30, 2011 the town approved appropriating \$19,000 for architectural services to prepare the conceptual drawings for the Morgan School Building study. Gerry Vece, chairman of the Morgan Building Committee said last night the committee approved hiring David Thompson Architects to prepare the conceptual drawings. Vicino made a motion, seconded by Mezzetti to hire David Thompson Architects in an amount not to exceed \$19,000 for architectural services to prepare the conceptual drawings for the Morgan School Building Study. The motion was unanimously approved. The Morgan Building Committee is also looking at an additional site for the new school. Fritz said the committee needs to be site specific and list all additional costs at the time of referendum. There was a discussion regarding the town being under consent order from the state to solve our waste water issues. Fritz said the town is complying with the consent order.

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FAIR HOUSING POLICY STATEMENT

Walter made a motion, seconded by Mezzetti and unanimously approved, to adopt the following Fair Housing Policy Statement.

**TOWN OF CLINTON
Fair Housing Policy Statement**

It is the policy of the Town of Clinton to promote fair housing opportunities and to encourage racial and economic integration in all its programs and housing development activities.

Programs funded and administered by the Town of Clinton must comply with the provisions of Section 46a-64c of the C.G.S., and with related state and federal laws and regulations that prohibit discriminatory housing practices.

The Town of Clinton or any of sub-recipient of the Town will carry out an affirmative marketing program to attract prospective buyers or tenants of all majority or minority groups, without consideration of race, color, religion, sex, national origin, ancestry, creed, sexual orientation, marital status, lawful source of income, disability, age or because the individual has children in all programs and housing development activities funded or administered by the Town of Clinton.

The municipality's First Selectman's office is responsible for the enforcement and implementation of this policy. The First Selectman may be reached at 860-669-9333.

Complaints pertaining to discrimination in any program funded or administered by the Town of Clinton, may be filed with the First Selectman. The municipality's Grievance Procedure will be utilized in these cases.

Complaints also may be filed with the Commission on Human Rights and Opportunity, Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, Telephone (860) 541-3403.

A copy of this policy statement will be given annually to all Town employees and they are expected to fully comply with it. In addition, a copy will be posted throughout the Town.

Revised April 6, 2011

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE by contracting The First Selectman's Office.

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TITLE VI EQUAL OPPORTUNITY STATEMENT

Mezzetti made a motion, seconded by Walter and unanimously approved, to adopt the following Title VI Equal Opportunity Statement.

TOWN OF CLINTON

COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

The Town of Clinton does not discriminate in the provision of services, the administration of its programs, or contractual agreements. The Town of Clinton seeks to fully carry out its responsibilities under the Title VI Regulations.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the grounds of race, color, or national origin in programs and activities receiving Federal financial assistance. Title VI provides that No person shall on the grounds of race, color, or national origin, be excluded from participation, be denied the benefits of, or be otherwise subjected to discrimination under any programs covered by the Regulations.

This policy is effectuated through the methods of administration outlined in the Town's Fair Housing Plan and is fully implemented to ensure compliance by the Town, as the recipient, and by subrecipients. The cooperation of all Town personnel is required.

AFFIRMATIVE ACTION POLICY STATEMENT

Mezzetti made a motion, seconded by Vicino and unanimously approved, to adopt the following Affirmative Action Policy Statement.

AFFIRMATIVE ACTION POLICY STATEMENT

As First Selectman of Town of Clinton, I recognize the need for Affirmative Action and I pledge my commitment to undertake positive actions to overcome the present effects of past practices or barriers to equal employment opportunity and to achieve the full and fair participation of minorities, women, people with disabilities, older persons, and all other protected groups found to be underutilized in the Town of Clinton's work force or affected by policies having an adverse impact. In the spirit of Executive Order 11, signed by Governor Ella Grasso November 21, 1975, and Executive Order 9, signed by Governor William A. O'Neill on January 3, 1984,¹ further state that this Town of Clinton will comply with the anti-discrimination provisions of the state and federal laws and regulations listed at the end of this section.

I recognize the hiring difficulties experienced by minorities, people with disabilities and by many older persons and, where appropriate, I have set goals to overcome the present effects of past discrimination, if any, to achieve the full and fair utilization of such persons in the work force. I further pledge that the

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Town of Clinton will affirmatively provide services and programs in a fair and impartial manner.

Where adverse impact is identified, the Town of Clinton will: (1) review its personnel policies and procedures to ensure that barriers, which unnecessarily exclude protected classes and practices, which have an illegal discriminatory impact, are identified and eliminated; (2) explore alternative approaches to employ minorities and members of protected classes; (3) administer all terms, conditions, privileges and benefits of the employment process in an equitable manner; and (4) establish procedures for the extra effort that may be necessary to ensure that the recruitment and hiring of protected group members reflect their availability in the job market.

It is the policy of the Town of Clinton to provide equal employment opportunities without consideration of race, color, religion, age, sex, marital status, national origin, genetic information, past/present history of mental disability, ancestry, mental retardation, learning or physical disabilities including but, not limited to blindness, sexual orientation, political belief or criminal record, unless the provisions of Section 46a-60(b), 46a-80(b) and 46a-81(b) of the Connecticut General Statutes are controlling or there is a bona fide occupational qualification excluding persons in one of the above protected groups. This policy applies to all aspects of the employer/employee relationship including, but not limited to, recruitment, hiring, referrals, classifying, advertising, training, upgrading, promotion, benefits, compensation, discipline, layoff and terminations.

The Town of Clinton will implement, monitor and enforce this Affirmative Action Policy Statement in conjunction with the applicable federal and state laws, regulations and executive orders listed below: 13th, 14th and 15th Amendments of the United States Constitution, Civil Rights Act of 1866, 1870, 1871, Equal Pay Act of 1963, Title VI and VII of the 1964 United States Civil Rights Act, presidential Executive Orders 11246, amended by 11375, (Nondiscrimination under federal contracts), Act 1 Section 1 and 20 of the Connecticut Constitution, Governor Grasso's Executive Order Number 11, Governor O'Neill Executive Order Number 9, the Connecticut Fair Employment Practices Law (46a-63-64), Discrimination against Criminal Offenders (46a-80).

Connecticut General Statutes, Connecticut Code of Fair Accommodations Law (46-63-64), definition of Blind (46a-51 (1), definition of Physically Disabled (46a-51 (15), definition of Mentally Retarded (46a-51 (13), cooperation with the Commission of Human Rights AND Opportunities (46a-77), Sexual Harassment (46-60-(a) Connecticut Credit Discrimination Law (360436 through 439), Title I of the State and the Local Fiscal Assistance Act of 1972 and the Americans with Disabilities Act of 1992.

This policy statement will be given annually to all Town of Clinton employees and will also be posted throughout the Town of Clinton. I also expect each supplier, union, consultant and other entity (s) with which we do business to comply with all applicable State and Federal Equal Opportunity laws and regulations. The Town of Clinton will not knowingly do business with any entity debarred from participation in any federal or state program or found to be in violation of any state or federal anti-discrimination law.

I have assigned the responsibility to achieve the successful implementation of our goals and objectives to William W. Fritz, Jr., First Selectman.

Date: April 06, 2011

Mr. William W. Fritz, Jr.
First Selectman
Town of Clinton
54 East Main Street

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Clinton, CT 06413
860-669-9333

ADA GRIEVANCE PROCEDURE

Mezzetti made a motion, seconded by Walter and unanimously approved, to adopt the following ADA Grievance Procedure.

Town of Clinton Grievance Procedure

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in employment practices and policies or the provision of services, activities, programs or benefits by the Town of Clinton.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/designee as soon as possible but no later than 60 calendar days after the alleged violation to:

Barbara Small
Director of Human Services
Town of Clinton
112 Glenwood Road
Clinton, CT 06413
860-669-1103

Within 15 calendar days after receipt of the complaint, Barbara Small will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting Barbara Small will respond in writing, and, where appropriate, in a format accessible to the complainant, such as large print, Braille or audio tape. The response will explain the position of Town of Clinton and after options for substantive resolution of the complaint.

If the response by Barbara Small does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision of the ADA coordinator within 15 calendar days after receipt of the response to the First Selectman or his or her designee.

Within 15 calendar days after receipt of the appeal, the First Selectman or his or her designee will meet the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the

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meeting the First Selectmen or his or her designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by Mr. William W. Fritz, Jr, appeals to the First Selectman or his or her designee, and responses from the ADA coordinator and Mr. William W. Fritz, Jr. or his or her designee will be kept by The Town of Clinton for at least three years.

ADA NOTICE

Mezzetti made a motion, seconded by Walter and unanimously approved, to adopt the following ADA Notice.

**Town of Clinton
ADA Notice**

The Town of Clinton does not discriminate on the basis of disability in admission to, access to, or operation of its programs, services, or activities. **The Town of Clinton** does not discriminate on the basis of disability in its hiring or employment practices.

This notice is provided by Title II of the Americans with Disabilities Act of 1990.

Questions, concerns, complaints, or requests for additional information regarding the ADA may be forwarded to **The Town of Clinton's** designated ADA Compliance Coordinator.

Name:

William W. Fritz, Jr.

Title:

First Selectman

Office Address:

54 East Main St.

Phone Number:

Voice _____ (860) 669-9333 FAX: _____ (860) 669-0890

Email Address:

Firstselectman@clintonct.org

Days/Hours Available:

Monday-Wednesday 9 AM to 4 PM Thursday 9 AM to 7 PM Friday 9 AM to 12 Noon

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Individuals who need auxiliary aids for effective communication in programs and services of the **Town of Clinton** are invited to make their needs and preferences known to the ADA Compliance Coordinator.

This notice is available upon request in large print, on audio tape, and in Braille, from the ADA Compliance Coordinator.

PIERSON SCHOOL – PROGRAM BOOK FOR SPRING PRODUCTION

The Pierson School musical this year is “Willy Wonka”. The musical will be held at The Morgan School on Thursday, April 28th and Friday, April 29th. Mezzetti made a motion, seconded by Vicino to purchase a full page ad for \$50.00. The motion was unanimously approved.

SELECTMEN’S REPORTS

Vicino attended Tuesday night’s public hearing in the Green Room of the Town Hall on the proposed new building for the train station. The public hearing was held by the Connecticut Department of Transportation. The representatives from the state said the cost will be between 7.5 – 10 million. The proposed building will go up and over the tracks and will be equipped with an elevator. Fritz should receive plans by the end of April. The state plans to add 22 additional parking spaces. The CT DOT is hoping to have final approval by the end of August.

Walter discussed last week’s town meeting and updated everyone on Monday night’s Board of Education meeting.

Mezzetti said she was glad to see a lot of people attend last week’s Town Meeting.

Fritz said this Friday, weather permitting, the Donate Life flag will be raised in front of Town Hall at 10:00 AM. April has been designated as National Donate for Life Month.

Little League opening day is April 30, 2011. The parade begins at the Eliot Little Field at 11:30 AM.

The Clinton Bike Fest is scheduled for Sunday, May 1, 2011 starting at 12noon. You can download a registration form at www.clintonct.org/bpac.htm.

The MS walk this Sunday starts at 8:30 AM from Joel School.

The Police Department is taking back unwanted prescription drugs April 30, 2011 from 10am – 2pm.

There was a discussion on the current parking citation at the town docks.

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ADJOURN

Walter made a motion, seconded by Vicino, to adjourn the meeting. The motion was unanimously approved and the meeting was adjourned at 8:45 AM.

Respectfully submitted,

Mary Schettino
Administrative Assistant