

Board of Selectmen
Town Hall Conference Room
Wednesday, October 12, 2011
Minutes

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

The meeting was called to order at 7:00 PM.

PLEDGE OF ALLEGIANCE

Everyone stood and pledged allegiance to the United States flag.

VISITORS

Martin Shapiro, Vice President of the Clinton Council Association, spoke on behalf of Dick Dondero supporting Amendment 8. Shapiro said the Water Pollution Control Commission has done a great job.

Larry Ouellette, chairman of the Downtown Revitalization Committee and Historic District Commission spoke in favor of supporting an Ordinance Designating and Enabling the Design Review Board to Act as the Village District Consultant/Architectural Review Board.

APPROVAL OF MINUTES – September 21, 2011

Mezzetti made a motion, seconded by Apel to approve the minutes from September 21, 2011. The motion was unanimously approved.

RESIGNATIONS AND APPOINTMENTS

Mezzetti made a motion, seconded by Apel to accept the resignation of David Townsend from the Capital Expenditure Committee. The motion was unanimously approved.

Mezzetti made a motion, seconded by Apel to accept the resignation of Judith Dana (R) from the Social Services Advisory Board. The motion was unanimously approved.

Mezzetti made a motion, seconded by Vicino to accept the resignation of Jeremiah Dunn from the Website Committee. The motion was unanimously approved.

POLICE DEPARTMENT – DISPATCH TRAINING

Police Chief Lawrie and Major Lucas reviewed the cost to train new dispatchers. One full time and one part time dispatcher has resigned. Lucas said they are unsure if they will promote one of the part time dispatchers to a full time position or hire someone new for the position. If a part time dispatcher is promoted to full time then they will need to hire two part time dispatchers. The cost to train one full time dispatcher is \$10,719.24 and the cost to train one part time dispatcher is \$6,467.00. Lucas said they will be interviewing on Friday and will make a decision by next week. Mezzetti made a motion, seconded by Vicino to approve Police Dispatch training for an amount not to exceed \$17,000 and send

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to the Board of Finance approval. Police Chief Lawrie and Major Lucas said they will have a more definitive amount for the Board of Finance. The motion was unanimously approved.

PLAN OF CONSERVATION – CHRISTINE GOUPIL & ALAN KRAVITZ

Since 1990 there hasn't been a serious revision in the town's plan of conservation. The plan has been updated twice and modified twice. The last update was in 2005. The plan needs a new vision of the town. One focus of the plan is Route 1. Another focus is the marine industries on the waterfront and neighborhood preservation. Kravitz and Goupil will be setting up a joint meeting with all boards and commission. It's important to have everyone involved. Kravitz said there will also be people walking through town to get a sense of what the community wants. Kravitz said once they have a vision they will draft a document of the plan to send to Planning & Zoning. Kravitz said they will try and do as much of the work they can but they discussed maybe needing additional help from CRERPA.

Mezzetti made a motion, seconded by Vicino to add agenda item #6A – Proposed Ordinance Designating and Enabling the Design Review Board to Act as the Village District Consultant/Architectural Review Board. The motion was unanimously approved.

PROPOSED ORDINANCE DESIGNATING AND ENABLING THE DESIGN REVIEW BOARD TO ACT AS THE VILLAGE DISTRICT CONSULTANT/ARCHITECTURAL REVIEW BOARD

Kravitz and Goupil spoke on behalf of this proposed ordinance. Kravitz spoke about the differences between a historic district and a village district. The village district is designed to preserve the character of the community. The historic district preserves the structure and anything else architecturally outside. Once the ordinance is updated that will allow Planning & Zoning to update their regulations. Mezzetti made a motion, seconded by Vicino approved holding a public hearing for the Proposed Ordinance Designating and Enabling the Design Review Board to Act as the Village District Consultant/Architectural Review Board. The motion was unanimously approved.

MUNICIPAL BUILDING COMMITTEE – OLD POLICE STATION

Walter made a motion, seconded by Mezzetti to table agenda item #7 – Municipal Building Committee/Old Police Station. The motion was unanimously approved.

WATER POLLUTION CONTROL COMMISSION – AMENDMENT 8

Lynn Pinder, Michael MacDonald, Hal Dolan and Kristie Wagner from CDM were present for the meeting. MacDonald gave each of the selectmen a copy of the WPCC's work plan schedule for 2011-2012. The commission hopes to have a plan in place by the end of next summer. Due to the time of year they are not able to test anymore properties but they are negotiating access with other property owners. The commission has fully tested three properties not including the testing of the three schools. They have more properties they would like to test. There is money left from Amendment 7 to do some

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further testing. The commission will hold a public hearing sometime after Thanksgiving. Pinder said they are required by DEP to finish the facilities plan. Task 1 would be to further define the areas of concern. Determine which areas need to be treated off site and which areas can be treated directly on site. A new clerk has been hired and she will be able to help with some of the necessary work load. The commission needs to come up with a completed map going parcel by parcel. Task 2 would be to have CDM make a recommendation on how many treatment facilities we may need to handle the flow and estimated cost. Task 3 is having CDM help us get through the public hearings and town requirements. Walter asked if any consideration will be given to the residents on shore road who just recently had to put in new septic systems because of the recent storm. Pinder said we are under a consent order by the DEP. Those systems on the shore have density issues. Mezzetti made a motion, seconded by Apel to approve a Water Pollution Control Commission appropriation not to exceed \$87,000 for Amendment 8 and send to the Board of Finance for approval. The motion was unanimously approved.

LINE ITEM TRANSFER

Mezzetti made a motion, seconded by Vicino to decrease Park & Recreation salaries part time by \$771.00 and increase special events by \$771.00. The motion was unanimously approved.

CT RIVER VALLEY COUNCIL OF ELECTED OFFICIALS RESOLUTION

Mezzetti made a motion, seconded by Walter and unanimously approved to ratify the Ct River Valley Council of Elected Officials Resolution.

AUTHORIZING RESOLUTION OF THE

Town Of Clinton

Resolved, That the Town Meeting of the Town of Clinton hereby ratifies the action of the Connecticut River Valley Council of Elected Officials to become a council of governments at their meeting on July 17, 2011, toward that end, the Connecticut River Valley Council of Elected Officials formally adopted Sections 4-124i to 4-124p, inclusive, of the Connecticut General Statutes, and that this newly established council of governments be called the Lower Connecticut River Valley Council of Governments.

WEBSITE COMMITTEE UPDATE

Rich Holton from Enterprise Computers made a presentation at the last Website Committee meeting to redo our website. He is currently the webmaster for Westbrook and Deep River. The one time conversion fee is \$4,000. The fee for the first year is \$6,180 and the annual maintenance cost is \$2,180. Recording clerks would send all the agendas and minutes to him and he will post them to the website within 24 hours. Mezzetti made a motion, seconded by Walter to approve a Website Committee

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request for a one time cost of \$6180 and an annual maintenance cost of \$2,180 to redo the Clinton website. The motion was unanimously approved.

PANCREATIC CANCER AWARENESS MONTH

Mezzetti made a motion, seconded by Apel to approve the proclamation designating November 2011 as Pancreatic Cancer Awareness Month. The motion was unanimously approved.

**Town of Clinton, Connecticut Proclamation
RESOLUTION**

Declaring the month of November "Pancreatic Cancer Awareness Month" in the Town of Clinton, Connecticut.

WHEREAS in 2011, an estimated 44,030 people will be diagnosed with pancreatic cancer in the United States and 37,660 will die from the disease;

WHEREAS pancreatic cancer is one of the deadliest cancers and is the fourth leading cause of cancer death in the United States;

WHEREAS when symptoms of pancreatic cancer present themselves, it is usually too late for an optimistic prognosis, and 74 percent of pancreatic cancer patients die within the first year of their diagnosis while 94 percent of pancreatic cancer patients die within the first five years;

WHEREAS of all the racial/ethnic groups in the United States, African Americans have the highest incidence rate of pancreatic cancer, between 34 percent and 70 percent higher than the other groups;

WHEREAS approximately 550 deaths will occur in Connecticut in 2011;

WHEREAS there is no cure for pancreatic cancer and there have been no significant improvements in survival rates in the last 40 years;

WHEREAS the Federal Government invests significantly less money in pancreatic cancer research than it does in any of the other leading cancer killers; and pancreatic cancer research constitutes only approximately 2 percent of the National Cancer Institute's federal research funding, a figure far too low given the severity of the disease, its mortality rate, and how little is known about how to arrest it; and

WHEREAS the Pancreatic Cancer Action Network is the first and only national patient advocacy organization that serves the pancreatic cancer community in the State of Connecticut and nationwide by focusing its efforts on public policy, research funding, patient services, and public awareness and education related to developing effective treatments and a cure for pancreatic cancer;

WHEREAS the Pancreatic Cancer Action Network and its affiliates in the State of Connecticut support those patients currently battling pancreatic cancer, as well as to those who have lost their lives to the disease, and are committed to nothing less than a cure;

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WHEREAS the good health and well-being of the residents of the State of Connecticut are enhanced as a direct result of increased awareness about pancreatic cancer and research into early detection, causes, and effective treatments; therefore be it

RESOLVED that the First Selectman designate the month of November 2011 as "Pancreatic Cancer Awareness Month" in the Town of Clinton.

HARBOR MANAGEMENT COMMISSION 2012 MARINA RATES

The Harbor Management Commission voted to recommend keeping the present rate structure in place for the upcoming season. Mezzetti made a motion, seconded by Vicino to approve the 2012 Marina rates as presented. The motion was unanimously approved.

SELECTMEN'S REPORTS

Apel attended the ribbon cutting ceremony on September 29th for the new beach building.

Vicino reported on the Artificial Turf Field. The field still has some minor things that still need to be done but for the most part is complete. The field should be ready within a week or two.

Carol discussed the new beach building. Walter said she was disappointed the building was not open during the ribbon cutting ceremony.

Walter attended the Morgan Building Committee meeting held at The Morgan School. David Thompson Architects presented the conceptual plans for the proposed new high school.

The gas line on Harbor Parkway has been put in and the drainage will be completed by next week. The road should be paved within the next couple of weeks.

Mezzetti spoke about last week's CCM conference. The conference was very informative and well attended.

The Capital Expenditure Committee has a meeting scheduled for next week.

Walter, Mezzetti, Fritz, Ona Nejd, and Brad Sullivan attend a joint presentation at the Board of Education on health insurance. The key is getting the Board of Education involved. The premium for the first year will flat because money will need to be put in reserve. Then after that the rates should remain flat or see a savings. If there is a commitment by January it can be in effect by July 1st.

FEMA kickoff meeting has been scheduled for tomorrow morning at 9AM. It will probably take 6 months to 1 year before the town receives any money back from FEMA.

Fritz reported on the Stanton House. Bank of America is willing to turn the trust over to Essex Savings Bank. A home inspector inventoried everything that's inside the house. By the end of the year Essex

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Savings Bank should have the trust. Bank of America still needs to install an alarm system, fix the sub pump and fix the pipes. The house is being strictly monitored by the Police Department.

EXECUTIVE SESSION - PERSONNEL

Mezzetti made a motion, seconded by Vicino to enter into executive session at 8:36 PM and invite the entire Board of Selectmen. The motion was unanimously approved.

Mezzetti made a motion, seconded by Vicino to exit out of executive session at 8:58 PM. The motion was unanimously approved.

Mezzetti made a motion, seconded by Walter to approve the Supervisory Contract. The motion was unanimously approved.

ADJOURN

Mezzetti made a motion, seconded by Vicino, to adjourn the meeting. The motion was unanimously approved and the meeting was adjourned at 8:59 PM.

Respectfully submitted,

Mary Schettino
Administrative Assistant

**AMENDMENT No. 8
TO
STANDARD FORM OF AGREEMENT
BETWEEN
OWNER AND ENGINEER
FOR
STUDY AND DESIGN
PROFESSIONAL SERVICES**

This is Amendment No. 8 dated _____, 2011 to Exhibit A of the Standard Form of Agreement dated September 8, 2000 between the Town of Clinton, Connecticut (OWNER) and Camp Dresser & McKee Inc. (ENGINEER) for professional services. Exhibit A is amended and supplemented as indicated below:

1. The Special Services of ENGINEER as described in Section 3 of said Agreement are amended and supplemented as follows:

ENGINEER will update and complete the Town's Wastewater Facilities Plan, most recently revised March 2003, to address the Town's wastewater treatment needs and CT DEEP's water quality concerns. Work will include updating and supplementing the Plan with the most current information and technologies.

Task 1 – Needs Reassessment and Determination of Population, Flows and Loads

- A. ENGINEER shall supplement our current knowledge of the Town's wastewater needs. In conjunction with representatives of the Town, CRAHD, and CT DEEP ("project team"), ENGINEER will review septic system failure and repair records, ongoing water quality monitoring data, soil mapping information, and area/lot information relative to Public Health Code standards for septic systems. ENGINEER will review water quality standards and prepare updated figures showing areas of concern within the Town (potential Needs Areas). ENGINEER will also discuss future development needs with Town Planning and Zoning officials.
- B. ENGINEER will work with the project team to update census information, water usage information, and potential septage flows, and use this information to prepare flow and load projections from each Needs Area. ENGINEER will also work with the project team to prioritize Needs Areas relative to the capacity of potential subsurface groundwater recharge sites as part of the ongoing work of Amendment No. 7.
- C. From this information and in conjunction with the project team, ENGINEER will prepare a Sewer Service Area Map, specifically outlining properties to be included in each Needs Area.
- D. ENGINEER will attend monthly WPCC meetings to discuss progress with WPCC members.

Task 2 – Wastewater Alternatives and Costs Evaluation

- A. ENGINEER shall investigate updates to the alternatives and costs presented in the 2003 Facilities Plan, supplemental to the results of Task 1. This Task shall include:
 - Investigation of treatment facility effluent/permit requirements, including nutrient limitations and travel time requirements, based on applicable regulations and supplemented by discussions with CT DEEP
 - Investigation of current accepted and emerging wastewater treatment technologies, including community/ alternative treatment systems and centralized treatment alternatives, and an analysis of the applicability of each
 - Discussion of effluent disposal options based on the results of Task 1, the ongoing work of Amendment No. 7, and other considerations of the Town and WPCC
- B. In conjunction with the WPCC, ENGINEER will identify possible sites for wastewater treatment facilities. ENGINEER will prepare schematic layouts of collection systems for wastewater treatment facility locations that appear feasible. Layouts will be suitable as a basis for proceeding into preliminary design in a subsequent phase of the project.
- C. ENGINEER will prepare preliminary opinions of probable construction costs for up to three collection system/treatment facility combination alternatives. Cost analysis will account for capital costs as well as projections of operations and maintenance costs for each alternative.
- D. In conjunction with the WPCC, ENGINEER will evaluate alternatives based on feasibility, cost, and other considerations of the Town and will make recommendations for construction and phasing of wastewater facilities.
- E. For any areas of concern not to be served by a community or central treatment facility, ENGINEER will provide updates and recommendations for on-site wastewater management alternatives.

Task 3 – Reporting and Public Participation

- A. Following completion of Tasks 1 and 2 and concurrence of the project team, ENGINEER will deliver an updated Wastewater Facilities Plan to the WPCC. The updated Facilities Plan will include updated information on previous phases of investigation as well as written accounts of evaluation criteria and recommendations discussed in Tasks 1 and 2 above. Figures will be included to illustrate proposed treatment facility and effluent disposal locations, collection system layouts, and sewer service areas.
- B. The Facilities Plan will include a discussion on total project costs and financing options available to the Town.

- C. ENGINEER will prepare for and attend up to three public information sessions at various stages of completion to inform the public about the progress of the project and the proposed plans. ENGINEER will consider comments from the public in conjunction with the WPCC.
- D. After incorporating comments from the project team, twenty bound hard copies and twenty electronic (CD-ROM) copies of the final Wastewater Facilities Plan will be provided for distribution to the Town/WPCC, CRAHD, CT DPH, and CT DEEP.

2. The responsibilities of the OWNER as set forth in Section 4 of said Agreement are amended and supplemented as follows:

The OWNER will make available all relevant data including but not be limited to, the following:

- Data regarding individual on-site sanitary disposal systems within the potential needs areas will be provided as a database in spreadsheet.
- Town and/or CRAHD site review data will be provided as a database in spreadsheet (Microsoft Excel format or equal). Copies of the individual inspection reports shall also be provided.
- Updated applicable Assessor's data for all parcels within the Decentralized Wastewater Management area and/or potential decentralized system wastewater disposal sites will be provided.
- Updated applicable Town wide GIS mapping and database will be provided.

OWNER shall be responsible for recording and transcribing the proceedings of the public meetings.

3. The time periods for the performance of ENGINEER's services as set forth in Section 5 of said Agreement are amended and supplemented as follows:

Assuming appropriate involvement of all parties, Task 1 shall be completed within 90 calendar days of authorization to proceed and delivery of data to be provided by OWNER.

Tasks 2 and 3 shall be completed within 180 calendar days of authorization to proceed, following the conclusion of the work of Task 1.

4. The method of payment for services rendered by ENGINEER as set forth in Section 6 of said Agreement are amended and supplemented as follows:

- 4.1 For Basic Services described herein under Paragraph 1 of this Amendment:

For Services provided in Task 1, the OWNER agrees to pay the ENGINEER a not to exceed amount of \$26,750 on a cost plus fee basis.

For Services provided in Tasks 2 and 3, OWNER agrees to pay the ENGINEER a not to exceed amount of \$60,250. All work to be performed by ENGINEER on this Task shall be authorized in writing by the OWNER following completion of Task 1.

For all Services described above, Tasks 1, 2 and 3, the OWNER agrees to pay ENGINEER a not to exceed cost plus fixed fee (CPFF) of \$87,000 (Eighty-seven thousand dollars). The CPFF amount shall consist of all direct and indirect costs as described below incurred in or directly attributable to the performance of the services plus a fee percentage to the amount of the contract completed to date.

Direct Costs

The following terms are defined as follows:

- 1) Direct labor cost. The ENGINEER shall be compensated for the services of its personnel on the basis of actual out of pocket direct labor cost as incurred by the ENGINEER'S personnel for the time such personnel are directly utilized on the work. The salaries of any personnel assigned are subject to modifications by the ENGINEER throughout the term of this amendment as part of scheduled company wide personnel evaluation.
- 2) Travel Expenses and Subsistence. The ENGINEER shall be paid actual costs of travel expenses including mileage charges, parking, tolls, lodging and subsistence where such expenses are directly related to the performance of the work. Travel costs associated with commuting shall be in accordance with ENGINEER's travel policies.
- 3) Other Incidental Direct Costs. The costs of other services as may be required hereunder, but which are not normally included as part of the overhead of the ENGINEER, shall be reimbursed to the ENGINEER at actual costs. Such other services required to complete this Agreement may include but are not limited to the following: printing costs, reproduction costs, telephone and fax costs, field equipment rental charges, mailing, shipping costs and special equipment procurement.
- 4) Subcontractors and Subconsultants. The ENGINEER shall be paid for work done by subcontractors and subconsultants at the actual cost to the ENGINEER of such services plus a 5% markup.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment to be effective as of the date first written.

OWNER:

ENGINEER:

William W. Fritz, Jr.
First Selectman

Timothy J. Dupuis, P.E.
Senior Vice President

Address for giving notices:

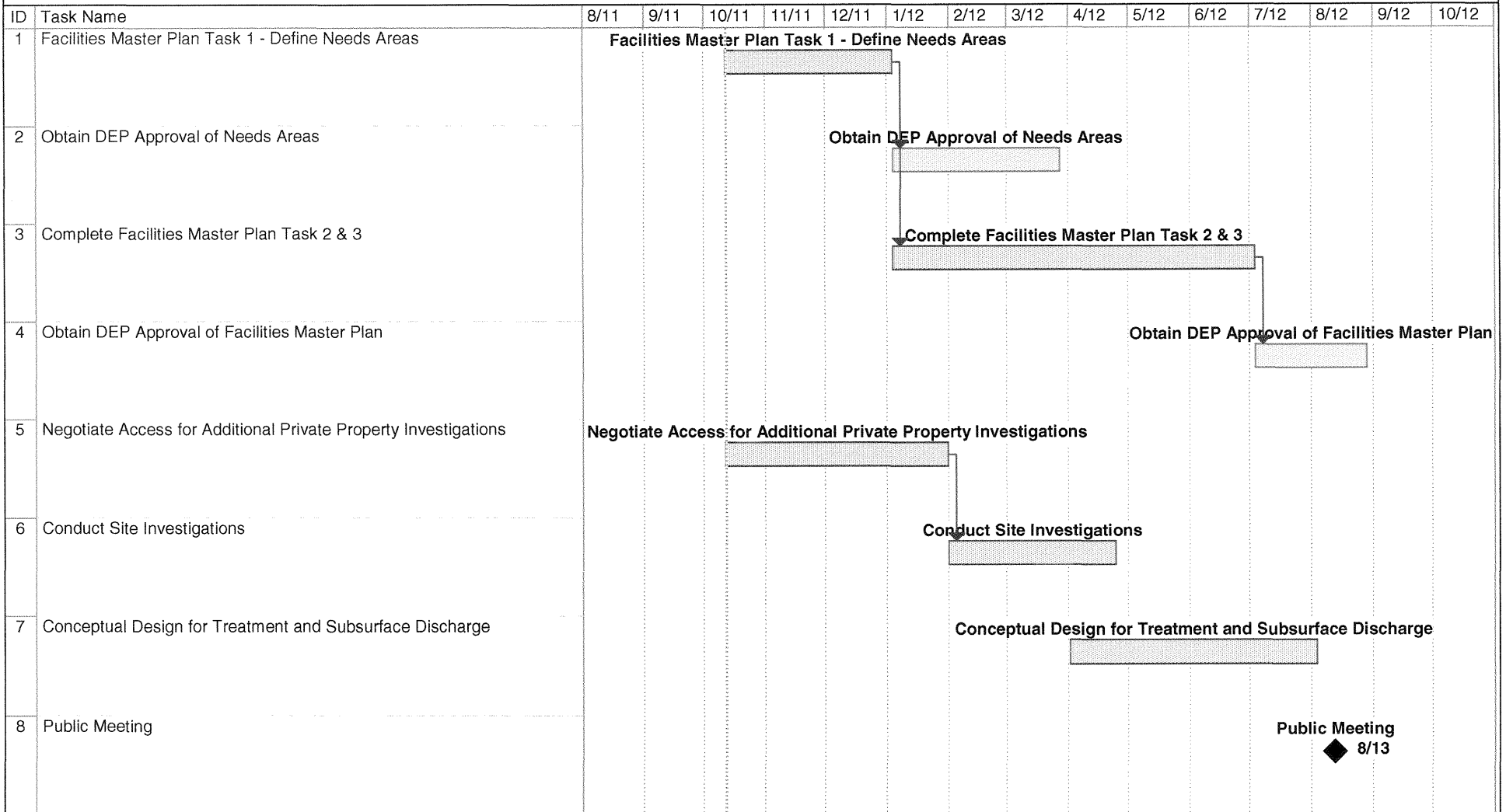
OWNER:

ENGINEER:

54 East Main Street
Clinton, CT 06413

100 Great Meadow Road – Suite 104
Wethersfield, CT 06109

Clinton, CT WPC
Work Plan for 2011-2012



Project: clinton wpcc schedule 2011 a Date: Wed 10/12/11	Task		Milestone		External Tasks	
	Split		Summary		External Milestone	
	Progress		Project Summary		Deadline	