

Board of Selectmen
Town Hall Conference Room
Wednesday, January 4, 2012
Minutes

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

The meeting was called to order at 8:00 AM.

PLEDGE OF ALLEGIANCE

Everyone stood and pledged allegiance to the United States flag

VISITORS

Kirk Carr gave the board a memo regarding the contract extension with Connecticut Resources Recovery Authority (CRRA). A copy of the memo will be attached to the minutes.

APPROVAL OF MINUTES – DECEMBER 28, 2011

Mezzetti made a motion to approve the minutes from December 28, 2011. Walter seconded the motion for discussion. When discussing the Tropical Storm Irene Account Walter would like to see an on going emergency plan put into place that would involve the entire Board of Selectmen. Fritz stated that there is already a plan in place and if the selectmen wish to review the plan it can be made available to them. Walter made a motion, seconded by Mezzetti to approve the minutes as amended. The motion was unanimously approved.

RESIGNATIONS AND APPOINTMENTS

Mezzetti made a motion, seconded by Vicino to accept the resignation of Jane Scully Welch from the Economic Development Commission. The motion was unanimously approved.

Mezzetti made a motion, seconded by Vicino to appoint Miner Vincent (D) to the Municipal Building Committee. The motion was unanimously approved.

Mezzetti made a motion, seconded by Walter to table the appointment of Miner Vincent to the Fair Rent Commission. The Fair Rent Commission is thinking about changing their meeting days to the third Wednesdays of the month which would conflict with the Municipal Building Committee. Vincent requested to have this appointment tabled until the Fair Rent Commission approves a 2012 meeting schedule. The motion was unanimously approved.

CHARTER REVISION

Karen Marsden, Town Clerk discussed the Charter Revision Outline with the board.

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CHARTER REVISION OUTLINE

State Statute 7-190 (a)

MEMBERSHIP: Not fewer than FIVE (5) electors

Not more than FIFTEEN (15) electors

Not more than ONE-THIRD (1/3) of whom may hold any other public office in the Town

Not more than a bare majority of whom shall be members of any one political party

- (b) The BOS (appointing authority) shall specify by resolution when the commission shall submit its draft report, which shall NOT be later than sixteen (16) months (actually want proposed Charter on the November 2012 ballot). Please see 7-191(c), (d) & (e).

State Statute 7-191 (a)

The Charter Revision Commission shall hold AT LEAST TWO PUBLIC HEARINGS, ONE (1) Public hearing at the beginning and ONE (1) public hearing after draft report to BOS has been completed. The Commission may hold such other public hearings as it deems necessary.

- (b) The Commission shall submit its draft report, including the proposed charter to the Town Clerk who shall transmit such report to the BOS. BOS shall hold **AT LEAST ONE PUBLIC HEARING** on the draft report and shall hold its LAST hearing **NOT LATER THAN 45 DAYS** after submission of the draft report to Town Clerk. Not less than **15 DAYS** After its last hearing, the BOS shall make recommendations(s) to the Commission for Such changes as it deems desirable.

- (c) If the BOS make NO recommendations within such 15 days, the report of the Commission shall be **FINAL**.

The Commission (changes or not) shall make its final report to the BOS NOT LATER THAN 30 DAYS AFTER RECEIVING SUCH RECOMMENDATION(S).

- (d) Not later than **15 days after receiving the final report**, the BOS, by majority vote of the **entire** membership shall either approve the proposed charter or reject same or separate provisions thereof.

- (e) BOS, by approving said Charter, shall submit to the electors for approval or rejection at the November 2012 Election.
The question(s) on the ballot MUST be submitted, by the Town Clerk to the State Elections Division by September 21, 2012, **HOWEVER**, the question for the ballot must be given to the Town Clerk **NO LATER THAN SEPTEMBER 13, 2012** in order to Be printed on the ballot.

- (f) The proposed Charter shall be prepared for the ballot by the BOS and may be submitted in the form of one or several questions. (There is limited space on the ballot

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For questions, please check with Registrar of Voters/Town Clerk).

Mezzetti made a motion, seconded by Walter to move the Town Clerk budget review to agenda item #5A. The motion was unanimously approved.

BUDGET REVIEW – TOWN CLERK

Karen Marsden, Town Clerk reviewed her budget with the board.

- Salaries increased but longevity decreased. The Assistant Town Clerk's salary is contractual. There will be no more longevity going forward for all supervisors and non union employees. The supervisor's contract has been settled and longevity was eliminated. The longevity amount was added to their base salary plus a 2 percent raise. Marsden follows the supervisor's contract so \$975.00 in longevity was added to her base salary plus a 2 percent raise. The non union employees received no increase in salary for two years prior to last year.
- Microfilming Records increased from \$23,150 to \$23,314
- Vital statistics decreased by \$25.00
- Election costs remained the same. Marsden is concerned with election costs because there could be a primary in August.
- All other line items remained the same

Mezzetti made a motion, seconded by Vicino to move back to agenda item #6 – Police Retro. The motion was unanimously approved.

POLICE RETRO

Kevin Kane, Finance Director recommended transferring \$333,173 to cover the Police Contract Settlement. Mezzetti made a motion, seconded by Vicino to approve the transfer as recommended by the Finance Director for \$333,173 from Reserves for Police Contract Settlement and send to the Board of Finance for approval. The motion was unanimously approved.

DISPATCH/ANIMAL CONTROL RETRO

Kane recommended transferring \$13,709 to cover the Dispatch/Animal Control Contract Settlement. Mezzetti made a motion, seconded by Vicino to approve the transfer as recommended by the Finance Director for \$13,709 to cover the Dispatch/Animal Control Contract Settlement and send to the Board of Finance for approval. As recommended by the finance director, \$2,500 would come from departmental transfers and \$11,209 would come from the town contingency fund. Walter asked Kane what the balance in the contingency fund would be. Kane replied that there would be a balance of approximately \$20,000. The motion was unanimously approved. A copy of both recommendations will be attached to the minutes.

BUDGET REVIEWS

The Following budgets were reviewed by the Board of Selectmen;

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Selectmen – Fritz reviewed the Selectmen budget. Everything stayed the same except clerical salaries. The salary for the receptionist is contractual.

Finance – Fritz reviewed the Finance budget. Everything stayed the same except salaries and computer maintenance. The computer maintenance increased due to an increase in maintenance costs. Fritz proposed a 2 percent increase in the finance director's salary. The rest of the salary increase is contractual.

Assessor – Donna Sempey presented the budget. Salaries increased. Sempey had requested the part time employee position be restored to full time. Fritz recommended keeping the position at part time. Longevity was taken out. All other line items remained the same except software maintenance and stationary and supplies. Postage is included in stationary & supplies. Software maintenance is a contractual agreement with Vision Appraisal.

Tax Collector – Melanie Yanus presented the budget. Salaries increased but longevity was decreased. The Tax Collector is a non union employee. The longevity was added to her base salary plus a 2 percent raise. Going forward the longevity for the Tax Collector will be eliminated. All other line items remained the same except there was an increase in DMV fees and E-billing was added to the budget. E-billing will provide the ability for residents to see their bills electronically and down the road provide them the opportunity to pay their bills online.

Inland Wetlands / Planning & Zoning / Zoning Board of Appeals – Tom Lane presented the budgets. All three budgets remained the same as last year except salaries. All salaries are contractual. The Zoning Officer's longevity was eliminated.

WSAM Maintenance – Tom Fitting presented the budget. The salaries increase is all contractual. The part time maintenance person is now cleaning Public Works and the kitchen at Town Hall instead of hiring an outside contractor so the cleaning supplies line item was increased.

Building – Fritz reviewed this budget. There was an increase in salaries but a decrease in longevity. All other line items remained the same as last year.

Walter noted that the budget requests reviewed thus far for 2012/13 represents an overall increase of 2.09%. Fritz noted that before he and Kane reviewed the budget requests they had totaled over 6%.

SELECTMEN'S REPORTS

Vicino had nothing new to report.

Walter met with the contractor who will repair the fence at the dog park.

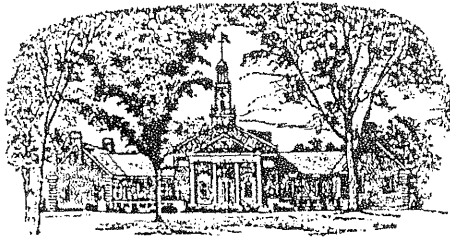
The Morgan Building Committee meeting scheduled for tonight was canceled. The next meeting has been scheduled for January 17, 2012 at 7:00 PM in the Green Room of Town Hall.

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Vicino made a motion, seconded by Mezzetti, to adjourn the meeting. The motion was unanimously approved and the meeting was adjourned at 9:05 AM.

Respectfully submitted,

Mary Schettino
Administrative Assistant



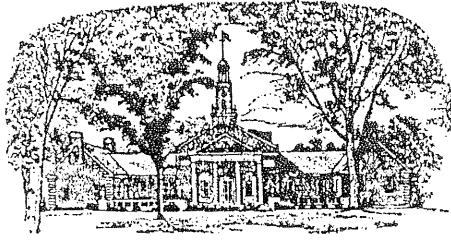
TOWN OF CLINTON, CONNECTICUT

December 29, 2011

To: Willie Fritz, First Selectman *KGK*
From: Kevin Kane, Finance Director
CC: Angela Finelli, Payroll
Re: Dispatch / Animal Control Contract Settlement

Below is a proposed budget transfer to cover the additional cost to fiscal year 2011-12 for the "Dispatch / Animal Control Contract Settlement":

<u>Account Number</u>	<u>Department</u>	<u>Description</u>	<u>To</u>	<u>From</u>
1-10-215101	Communication	Salaries - Regular	9,154	
1-10-215150	Communication	Salaries - Overtime	1,770	
1-10-215151	Communication	Salaries - Holiday	458	
1-10-215170	Communication	Longevity		2,100
1-10-217101	Animal Control	Salaries - Regular	1,457	
1-10-217150	Animal Control	Salaries - Overtime	73	
1-10-217170	Animal Control	Longevity		400
1-10-131180	Fringe Benefits	Social Security	797	
1-10-133499	Other Gen Gov't	Contingency		11,209
			<u>13,709</u>	<u>13,709</u>



TOWN OF CLINTON, CONNECTICUT

December 20, 2011

To: Willie Fritz, First Selectman *KGK*
From: Kevin Kane, Finance Director
CC: Angela Finelli, Payroll
Re: Police Contract Settlement

Below is the additional cost to the current year operating budget for the Police Contract Settlement covering fiscal years 2009-10, 2010-11 and 2011-12:

<u>Account Number</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
1-10-216101	Police	Salaries - Regular	\$ 204,937
1-10-216150	Police	Salaries - Overtime	94,633
1-10-216151	Police	Salaries - Holiday	9,927
1-10-131180	Fringe Benefits	Social Security	23,676
			<u>\$ 333,173</u>

If this contract is approved by Board of Selectmen, I am recommending that Board of Selectmen and Board of Finance approve a transfer from RESERVES in the amount of \$333,173 as outlined above and forward to a Special Town Meeting.

MEMORANDUM

TO: Clinton Board of Selectmen

CC: John Bennet – Clinton Town Counsel

FROM: Kirk Carr

DATE: January 3, 2012

SUBJECT: Contract Extension with Connecticut Resources Recovery Authority (CRRA)

On September 21, 2011 according to the minutes of the Board of Selectman meeting, "Fritz said the Lower Connecticut Valley Selectmen's Association researched other entities and found their [CRRA] services and price per ton can not be matched anywhere else. Every town in that group is going forward with CRRA. Fritz recommended Tier 1 LongTerm MSA. ... Mezzetti made a motion, seconded by Apel to approve the CRRA Tier 1 LongTerm MSA. The motion was unanimously approved."

The Town Charter stipulates in Section 10-6 that: "The Board of Selectmen shall institute Competitive Bidding for the purchase of all materials, supplies, equipment, and contractual services required by the Town, except the Board of Education, under such regulations as it shall adopt. Said regulations may exclude professional, engineering, and technical services. Purchases shall be based upon requisitions and orders based upon the budget and properly authorized. Joint purchasing with the Board of Education and other towns shall be conducted whenever practicable. Informal bids shall be obtained for all purchases over three thousand (\$3,000) dollars. If any purchase order or contract, including a continuing order or contract for the purchase of the same commodity over a period of time, involves the expenditure of over seven thousand five hundred (\$7,500) dollars, the First Selectmen shall invite sealed bids or proposals, giving then (10) days Public notice hereof by publication at least once in a newspaper having circulation in the Town. All such bids or proposals shall be opened publicly and the purchase contract awarded to the lowest qualified bidder thereon.

Guilford and Madison have decided to leave CRRA in favor of a new private provider as reported on January 1, 2012 in the New Haven Register. (Please see attached)

Please provide documentation that demonstrates that this procedure was followed in the extension of the municipal service agreement with CRRA. If the Board of Selectmen did not comply with the Town Charter, please explain why this exception is permissible.

Regards,



Guilford, Madison dump CRRA for private N.J. trash company

Sunday, January 1, 2012

By Luther Turmelle, North Bureau Chief

lturmelle@nhregister.com / Twitter: [@lutherturmelle](https://twitter.com/lutherturmelle)

Covanta Energy Corp. has wooed four more Connecticut municipalities — and their garbage — away from the Connecticut Resources Recovery Authority.

The New Jersey-based company, which operates trash-to-energy plants in Wallingford, Bristol and Preston, said it has signed contracts to accept trash from Guilford, Madison, East Hartford and Newington. James Regan, a spokesman for Covanta, said the contracts are scheduled to start at various times in 2012, and the communities are paying about \$60 per ton to dump their garbage at the company's three Connecticut facilities as well as one in Springfield, Mass.

The new contracts represent approximately 45,000 tons of municipal solid waste per year. The deals allow Covanta to change where it sends the communities' garbage, depending on a variety of factors, including available space in the plants, Regan said.

"These contracts provide flexibility for both the municipalities and the company," he said. "Any time you can add new customers, it's beneficial."

Covanta will provide the communities with recycling and composting capabilities as well as trash disposal. Company officials also touted shorter waiting times for waste haulers.

According Fillmore McPherson, Madison's first selectman, the decision to leave CRRA was mostly influenced by Covanta offering tipping fees that were \$10 lower than the town is paying now.

"We feel more comfortable going with a private concern than a quasi-public agency," McPherson said. "We feel that a private company is going to be more cost-conscious, which benefits our taxpayers."

Madison's contract is for five years, with an option for two renewals of the same length, McPherson said.

The town worked jointly with neighboring Guilford over 18 months, searching for a new place for both communities to send trash, he said. The towns share a trash transfer station.

"The new agreement ... opens the door to savings for our citizens who are using private pick-up companies," McPherson said.

Guilford First Selectman Joseph Mazza was not available for comment but said in a statement released by Covanta that his community is "looking forward to Covanta's service when our current trash contract ends in June."

Newington officials approved a three-year contract with Covanta in September, with two three-year-renewal options. The deal wasn't formalized until recently.

"Given today's economic environment, the opportunity to provide our citizens with real stability and predictability when it comes to managing the cost of our waste collection and disposal programs is one of the primary reasons for signing up with Covanta," said John Salomone, Newington's town manager.

East Hartford Mayor Marcia Leclerc said she is satisfied Covanta can continue to keep its tipping fees for the communities down.

The contracts with each of the municipalities calls for Covanta to provide all with funding for projects such as hazardous household waste collections, along with energy-from-waste and recycling education programs.

Call Luther Turmelle at 203-789-5706 or follow him on Twitter @LutherTurmelle. To receive breaking news first, simply text the word NHNEWS to 22700. *Msg & Data Rates May Apply. Text HELP for help. Text STOP to cancel. Guilford, Madison drop CRRA for Covanta

By Luther Turmelle

North Bureau Chief

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