

**Agenda**  
**Town Council Regular Meeting**  
**Wednesday, April 06, 2022 at 8:00 AM**  
**Town Hall Rose Room**

1. Pledge
2. Visitors
3. Approval of Minutes – March 16, 2021
4. Appointments/Reappointments
5. Mayors United Against Antisemitism Proclamation
6. Charter Revision Next Steps
7. Line Item Transfers
  - Public Works
  - Park & Recreation
8. Council Discussion
  - Future Projects
  - Correspondences
9. Chairman’s Report
10. Town Manager’s Report
11. Town Council Committee Liaison Reports
12. Executive Session – Personnel, pursuant to CGS 1-200(6)(A)
13. Employment Agreement - Finance Accounts Payable Clerk, Land Use Clerk & WPCCL Clerk
14. Adjourn

## PROCLAMATION

WHEREAS, in creating the Advisory Committee on Human Rights, the Clinton Town Council declared that it is essential to the health, safety, and welfare of Clinton and its inhabitants that differences serve as a source of individual and community strength, rather than as causes of discrimination; and

WHEREAS, mayors across the county as well as municipal leaders in Connecticut are expressing their conviction that antisemitism is not only an attack on one group but an assault on the core values of any democratic and pluralistic society; and

WHEREAS, in a world of global communications, where anti-Semitic ideas spread rapidly, a concerted and principled response is required to raise awareness, to educate, and to ensure decency prevails.

NOW, THEREFORE, WE, the Town Council of the Town of Clinton:

- Condemn antisemitism in all its forms, including hatred and prejudice directed toward Jews, stereotypes or conspiracy theories about Jews, Holocaust denial or distortion, and denying the Jewish people's right to self-determination and/or the Jewish state's right to exist;
- Support national, state, and local government efforts directed at eradicating antisemitism and preventing extremist indoctrination and recruitment; and support expanded education programs, including Holocaust programs, to counter intolerance and discrimination;
- Reject the notion that opinions about the policies, actions, or existence of the State of Israel can ever justify or excuse anti-Semitic acts;
- Recognize the ever-present need to be vigilant about efforts to prevent and report acts of antisemitism and other hate crimes;
- Affirm that a climate of mutual understanding and respect among all citizens is the bedrock of pluralistic communities; and
- Commit to working within and across our communities to advance the values of respectful coexistence.

## **Charter Revision Commission**

- Town Council approves a Resolution creating and appointing a Charter Revision Commission
- Resolution includes:
  - Town Council recommendations
  - Town Council selects the date for the commission to submit its report (not to exceed 16 months)
- Commission membership:
  - 5-15 electors of Clinton, and
  - not more than 1/3 may hold another public office, and
  - not more than a bare majority from one party
- Commission ends with the acceptance or rejection of its final report to the Town Council

## **Charter Revision Process**

1. Charter Commission to hold public hearing prior to starting any substantive work (discussions on amending the Charter)
2. Commission meets to discuss and develop recommendations to the Town Council
3. Charter Commission to hold public hearing on their draft report (amendments) before it is submitted to the Town Council.
4. A draft report is filed with the Town Clerk after the last public hearing to send to Town Council.
5. Town Council to hold a public hearing on draft report. Last hearing on report no later than 45 days from date of filing with Town Clerk.
6. Not later than 15 days after Town Council public hearing, Town Council makes recommendations to the Commission it deems desirable.
  - If the Council has no recommendations to give back to the Commission within those 15 days, the report becomes final and the Town Council shall act on the report.
  - If the Council has recommendations, the Commission will meet with the Council to discuss recommendations and either make amendments or reject the recommendations. The Commission shall make its report final no later than 30 days after receiving the Town Council's recommendations.
7. Not later than 15 days after receiving the final report from the Charter Commission, the Town Council by a majority vote shall either approve the proposed amendments or reject them.
8. Not later than 30 days after accepting the amendments by the Town Council, the amendments shall be published at least once in the newspaper. Copies shall be available in Town Clerk's Office and shall be mailed to those requesting it from the Town Clerk.
9. The Town Council will vote to determine if amendments are acted on by voters at a regular or special election. The election to be held not later than 15 months after approval of the report by the Town Council.
10. The public vote needs to have at least 15% of the electors as determined by the last-completed active registry list. [15% = 1,500 voters]
11. Amendments become effective 30 days after voter approval or by specific dates as provided in the amendments.

## **DRAFT RECOMMENDATIONS TO A CHARTER REVISION COMMISSION**

- Evaluate the special appropriation threshold by the Town Meeting of \$300,000 which requires a referendum vote to approve and raise the amount to an appropriate sum.
- Evaluate the need to maintain the Annual Town Meeting.
- Evaluate the cap of \$100,000 to participate in cooperative bids and eliminate the cap.
- Evaluate the contract term limitation of 3 years on the Town Manager's contract and allow the Town Council to agree to a 3-year initial contract term, but subsequent contract lengths will be determined by the Town Council.
- Remove the need for the Town Council to appoint a search committee prior to the Town Manager hiring certain positions.
- Amend the Town Counsel section to have written opinions requested by the Town Manager rather than the Town Council Chairperson.
- Clarify the process for the Town Manager to "hold hearings" with each department in preparing the budget and the authorization of contracts to be executed by the Town Council Chairperson.
- Evaluate all certification required in the Charter and amend requirements or correct the references.
- Amend the Charter to remove unnecessary and redundant language, inappropriate references to the Board of Selectmen, and other inaccuracies.

**TOWN OF CLINTON  
TRANSFER OF FUNDS REQUEST FORM**

<b>DATE OF REQUEST:</b>	March 29, 2022
<b>DEPARTMENT OF REQUEST:</b>	DPW
<b>FISCAL YEAR OF REQUEST:</b>	FY 21-22
<b>REASON FOR REQUEST:</b>	Shortage in Overtime -Fields Account

INCREASE ACCOUNT(S)	DESCRIPTION	AMOUNT
014301-51332	Overtime-Fields	\$2500

DECREASE ACCOUNT(S)	DESCRIPTION	AMOUNT
014301-51330	Overtime-Emergency	\$2500

1) Department Head Signature\*: Todd Ayers Date: 3/29/22

Comments: AMOUNT ESTIMATED BY REVIEWING CIAC Schedule

*\*when completed forward to Director of Finance for review*

2) Director of Finance: Funds are available: Yes X No \_\_\_\_\_

Sue Cianfrani Date Approved: 3/29/22 Denied: \_\_\_\_\_

3) Town Manager: Date Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

4) Town Council: Date Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

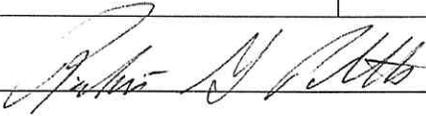
5) Finance Dept: Date Transfer made: \_\_\_\_\_

**TOWN OF CLINTON  
TRANSFER OF FUNDS REQUEST FORM**

<b>DATE OF REQUEST:</b>	3/18/22
<b>DEPARTMENT OF REQUEST:</b>	PARK & REC
<b>FISCAL YEAR OF REQUEST:</b>	FY22
<b>REASON FOR REQUEST:</b>	Reallocate funds for capital project for Track Repairs to refurbish Peter's Basketball Court

INCREASE ACCOUNT(S)	DESCRIPTION	AMOUNT
New Account	Peters BB Court Refurbish	10348.00

DECREASE ACCOUNT(S)	DESCRIPTION	AMOUNT
604505-59304	Track Reseal Restripe	10,348.00

1) Department Head Signature\*:  Date: 3/21/22  
 Comments: \_\_\_\_\_

*\*when completed forward to Director of Finance for review*

2) Director of Finance: Funds are available: Yes  No   
 Date Approved: 3/21/22 Denied: \_\_\_\_\_  
 3) Town Manager: Date Approved: \_\_\_\_\_ Denied: \_\_\_\_\_  
 4) Town Council: Date Approved: \_\_\_\_\_ Denied: \_\_\_\_\_  
 5) Finance Dept: Date Transfer made: \_\_\_\_\_

SUNGARD K12  
 DATE: 03/21/2022  
 TIME: 16:22:29

PAGE NUMBER: 1  
 EXPSTAIL

TOWN OF CLINTON  
 EXPENDITURE STATUS REPORT

SELECTION CRITERIA: expLedgr.key\_orgn='604505'  
 ACCOUNTING PERIOD: 9/22

SORTED BY: FUND,DEPARTMENT,ACCOUNT  
 TOTALED ON: FUND,DEPARTMENT  
 PAGE BREAKS ON:

FUND-60 TOWN/BOE CAPITAL PROJECTS  
 DEPARTMENT-4505 PARKS & RECREATION

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/BUD
59304	TRACK RESEAL STRIPE	10,348.00	.00	.00	.00	10,348.00	.00
59366	FY21 PETERS PRACTIC	8,268.20	.00	3,250.00	3,252.00	1,766.20	78.64
59401	FY22 STANTON PLAYGR	50,000.00	.00	.00	.00	50,000.00	.00
	TOTAL PARKS & RECREATION	68,616.20	.00	3,250.00	3,252.00	62,114.20	9.48
	TOTAL TOWN/BOE CAPITAL PROJEC	68,616.20	.00	3,250.00	3,252.00	62,114.20	9.48
	TOTAL REPORT	68,616.20	.00	3,250.00	3,252.00	62,114.20	9.48

## TOWN MANAGER'S REPORT

TO: Honorable Town Council Members

FROM: Karl F. Kilduff, Town Manager

DATE: April 6, 2022

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Please find my report concerning various items of interest to the Town Council and community.

### 1. Council Business:

- ARPA Funding Applications – As I noted previously, applications for ARPA funding have been submitted by non-profit and arts entities. To-date, ten (10) applications have been received. Every application submitted has been reviewed, acknowledged and additional information has been requested (be it a tax compliance form or the need to clarify the nature of their funding request with more details). As clarifications are provided, we can move forward with releasing funds as appropriate.

As I write this briefing, I am anticipating that other requests will be presented to the Town from non-profit entities. One organization that was in the original review process decided to not pursue funding once the application process was made available to insure funds were accessible to other worthy non-profits.

Additional funding requests were included in the ARPA spending plan which was reviewed with the Council and subject to public comment. Those sending categories were \$50,000 or less and, by Charter, fall under the Council's singular authority to make special appropriations. Motions for those activities will have to be planned for a future Council meeting. My intention for those items was to prepare them after the initial push on ARPA funds have gotten into an established rhythm and the budget has moved forward.

The accounting for disbursements has been set up and the drawdown forms for internal use are ready for use.

- FY22-23 Budget – The monitoring the budget for further changes remains an on-going exercise. Some assumptions have been refined. However, we are still looking at an unpredictable climate for certain supplies, commodities and other needs of the Town. I plan to have additional items for the Council during your special meeting following the public hearing.

### 2. River COG:

River COG held its regular meeting on March 23, 2022. Highlights of that meeting of local interest included:

- Workforce Alliance – The regional Workforce Alliance presented an overview of how COVID impacted employment, job losses and job gains made as the pandemic abates. The number of

jobs available exceeds the number of applicants seeking work which is making it difficult to fill positions. Additionally, like most recessions, Connecticut is late in recovery with only 75% of the jobs lost during the pandemic have been recovered.

- Hammonasset Trolley – The DOT will fund the operation of the Hammonasset trolley again this year to connect people to the beach. The route will be the same as last year connecting Old Saybrook to Hammonasset via Clinton. The service will only run on the weekends given the low ridership during the week experienced last year.
- Household Hazardous Waste – The schedule for household hazardous waste has been set for the year, with the new model of operating satellite only collections instead of satellite and fixed site collection in Essex. The first event will be in Clinton on April 23.
- Legislative Update – A list of bills being tracked by the COG was circulated for bills of interest or impact on the region. The COG also provided testimony against the bill that would roll back the mill rate cap on motor vehicles. Their testimony advocated providing an income tax credit for paid motor vehicle taxes. As I pointed out previously, the bill as presented is harmful to Clinton as the Governor’s proposal does not make the Town “whole” for the revenue lost by changing the mill rate cap.

### **3. 9 Town Transit:**

The Transit District held a special meeting to respond to recently passed legislation that would provide free transit service. The district approved a motion to suspend fares from April 1 until June 30, 2022 to mirror the statements and legislation approved in Hartford.

### **4. Miscellaneous:**

- Eversource Vegetation Management – As a follow-up to a prior Council meeting discussion, Eversource held a meeting with their arborist and tree contractor to discuss the “vegetation management” efforts to be undertaken in Clinton this year. A significant portion of the town has been identified for tree trimming. The intent of the program this year is to re-establish the clearances that were created in 2018 to maintain reliability for their power lines. Tree owners will be consulted as part of the trimming effort to get their consent. The Tree Warden and Emergency Management Director were also part of the Eversource meeting.

The project is timed to begin in May and will run throughout the year. The first phase of the work will be focused south of Route 1 starting near the Westbrook line.

- Harbor Management Plan – As many on the Council already know, the Town was awarded a grant of \$40,000 from the State Port Authority to update the Harbor Management Plan. After issuing (and then re-issuing) a request for proposals, we have a responsive team of professionals that can perform the anticipated work. The proposed cost of the project is in excess of the grant amount that was awarded. At present, I am trying to work with the consultant team to right-size their proposed approach to fit within the grant budget.

- Landfill – The Town received 3 RFP responses to aid in capping the former landfill. The proposals are under review at present to assess feasibility and our ability to award a contract to one firm.
- Hiring – Hiring across a number of departments is on-going. Filling the Finance Department and Land Use vacancies are on the agenda for Council ratification. We are still in different phases of the hiring process with WPC, Senior Programs and Program Coordinator in Human Services.
- Marina Concession Stand – Liv's confirmed that they are looking forward to opening the concession stand at the marina again this year.