

A **REGULAR MEETING** of the City Council & WPC Authority was held on Monday, April 6, 2020. In response to the Governor's Executive Orders regarding COVID-19, this meeting was held remotely using the ZOOM online meeting platform. Participants included Mayor Elinor Carbone and City Councilors Drake Waldron, Sharon Waagner, Paul Cavagnero, Frank Rubino, Anne Ruwet and David Oliver.

Corporation Counsel Victor Muschell, Fire Chief Peter Towey, Public Works Director Raymond Drew, City Clerk Carol Anderson, Elderly Services Director Joel Sekorski, City Comptroller Alice Proulx, City Treasurer Daniel Farley, Acting WPCA Administrator Edward Tousey, Supportive Housing Works Deputy Director Kathy Hunter and Executive Director David Barrett Rich, Torrington Public Schools Superintendent Susan Lubomski and Business Manager Ed Arum, and Jennifer Mangiagli and Paul Dominov from Kaestle Boos Associates, Inc. also joined the meeting.

Mayor Carbone called the meeting to order at 6:37 p.m.

**FY 2020 CDBG Program Services**

**Roll Call Vote to Adopt Resolution #143-201:** On a motion by Councilor Oliver, seconded by Councilor Ruwet, the Council voted unanimously, with five votes in favor and one abstention by Councilor Cavagnero, to adopt Resolution #143-201:

*WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing, pursuant to Public Law 93-3 83, as amended and,*

*WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and,*

*WHEREAS, it is desirable and in the public interest that the City of Torrington will make an application to the State for \$170,000.00 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.*

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL:**

- 1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,*
- 2. That the filing of an application by the City of Torrington in an amount not to exceed \$170,000.00 is hereby approved, and that Elinor Carbone, the Mayor of the City of Torrington, is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the City of Torrington.*

**Approval of Grant Writer Contract:** On a motion by Councilor Waldron, seconded by Councilor Waagner, the Council voted unanimously to accept the selection committee's recommendation and authorize the Mayor to award the Application Grant Writer for Torrington's Small Cities Community Development Block Grant for Public Service Program to solutions4community, Francesca Martin, Ph.D. Councilor Rubino questioned why the City only received one application for the Grant Writer position. Ms. Hunter outlined some of the steps taken to solicit applications and clarified that Dr. Martin was longtime Connecticut resident.

**Approval of Administrative Services Contract:** On a motion by Councilor Ruwet, seconded by Councilor Waldron, the Council voted unanimously to accept the selection committee's recommendation and authorize the Mayor to award the Administrative Services for Torrington's Small Cities Community Development Block Grant for Public Service Program to Supportive Housing Works, Bridgeport, CT 06604.

**Minutes Approved**

On a motion by Councilor Waldron, seconded by Councilor Waagner, the Council voted unanimously to approve the minutes of the public hearing held March 16, 2020.

On a motion by Councilor Waldron, seconded by Councilor Ruwet, the Council voted unanimously to approve the minutes of the regular meeting held March 16, 2020.

**THS Building Project: Presentation**

Supt. Lubomski introduced Kaestle Boos Associates. Jennifer Mangiagli provided an overview of the Torrington High School Building Project. She discussed student needs, educational goals, current conditions of the existing school, enrollment projections, and state mandated processes for soliciting grant funds. Councilor Rubino requested clarification regarding the separation of students in grades 7-8 from grades 9-12 and Ms. Mangiagli explained how the school's design could facilitate a natural separation. Mr. Dominov also presented a rough sketch of the proposed design and Ms. Mangiagli outlined the proposed timeline of events.

Councilors Cavagnero and Oliver rejected building a new school until major improvements with the educational system become evident. Councilor Cavagnero urged the Board of Education and Torrington Public Schools to completely re-think education for the next generation and Councilors Ruwet and Rubino expressed their concerns regarding the timeline for the grant application. Councilor Waagner also expressed her concerns about the proposed project. Supt. Lubomski requested to continue the discussion at a later date when the Board of Education is able to meet with the City Council in-person. Councilors Cavagnero, Ruwet, Rubino, Waagner and Oliver agreed.

**THS Building Project: Action Items Tabled**

Mayor Carbone suggested tabling agenda items 7 and 8 until the next in-person meeting with the City Council and Board of Education.

On a motion by Councilor Ruwet, seconded by Councilor Waagner, the Council voted unanimously to table agenda items 7 and 8 regarding the THS Building Project until the next meeting in which the Board of Education and the City Council are able to meet in-person. Councilor Waldron abstained.

**TMS Roof Replacement**

On a motion by Councilor Oliver, seconded by Councilor Rubino, the Council voted unanimously to award the contract for the Torrington Middle School partial roof replacement Project (State Project 143-0075RR) to The Imperial Company Restoration Contractor, Inc. of Cromwell, Connecticut in the amount of \$540,000 plus Construction Contingency of \$24,000, snow rails allowance in the sum of \$20,000, Gutter allowance in the sum of \$20,000 and engineering/legal fees in the sum of \$36,900 for a total construction cost of \$641,900.

Councilor Cavagnero asked what the Board of Education plans to do with the Torrington Middle School and Supt. Lubomski informed him that plans would be discussed at the next in-person meeting with both Boards. Mayor Carbone also clarified that the project was part of the bond package that voters approved at the referendum in 2018.

**Senior Center Hood & Fire System**

On a motion by Councilor Waldron, seconded by Councilor Waagner, the Council voted unanimously to accept the recommendation of the Purchasing Agent and the Director of Elderly Services to award Base Bid A. for the purchase and installation of an exhaust hood and fan system at the Sullivan Senior Center, as described in the Purchasing Agent's memo dated April 2, 2020, to West State Mechanical, Litchfield, CT in the amount of \$34,586.00 and authorize the Mayor to act on the behalf of the City regarding the execution of the contract and its administration.

**Sanitary Sewer Improvements Project**

On a motion by Councilor Rubino, seconded by Councilor Waldron, the Council herein acting as the WPCA, voted unanimously to accept the recommendations of the Public Works Director, Acting WPCA Administrator and Purchasing agent to award Bid# HSS-041-091119RB – "Sanitary Sewer Improvements Project" to Saltmarsh Industries, Inc., Southwick, MA for the contract amount of \$817,150.00, and authorize the Mayor to act on behalf of the WPCA regarding the award and execution of the contract agreement.

**WPCA Invoices**

On a motion by Councilor Waldron, seconded by Councilor Ruwet, the Council herein acting as the WPCA, voted unanimously to approve the following payments from Fund #490 Sanitary Sewer Capital Improvement:

| <b>DATE</b> | <b>INVOICE</b> | <b>CONTRACTOR</b> | <b>AMOUNT</b> | <b>DESCRIPTION</b>                   |
|-------------|----------------|-------------------|---------------|--------------------------------------|
| 3/24/20     |                | P&G Pepper        | \$3,396.00    | Peck Road Sewer Repair               |
| 3/13/20     | 206100         | Wright-Pierce     | \$6,262.15    | CIP D-9 Harris Dr Pump Station Rehab |
| 2/14/20     | 205564         | Wright-Pierce     | \$13,477.65   | CIP D-9 Harris Dr Pump Station Rehab |

**Business by the Small Cities Subcommittee**

On a motion by Councilor Waldron, seconded by Councilor Rubino, the Council voted unanimously to consider business by the Small Cities subcommittee. Councilor Waldron explained the need for a new roof at 181 Fairlawn Drive and stated that the subcommittee recommends approval of the tax waiver request.

**Approval of Tax Waiver Request**

On a motion by Councilor Waldron, seconded by Councilor Rubino, the Council voted unanimously to accept the recommendation of the Small Cities subcommittee and approve the Small Cities project tax waiver request for a new roof at 181 Fairlawn Drive.

**Liens Released**

On a motion by Councilor Waldron, seconded by Councilor Rubino, the Council voted unanimously to accept Corporation Counsel's recommendation and authorize the Mayor, pursuant to C.G.S. §12-179, to release the liens described in Atty. Muschell's memo dated April 6, 2020.

**Tax Collector Refunds Approved**

On a motion by Councilor Waldron, seconded by Councilor Waagner, the Council voted unanimously to accept the recommendation of the Tax Collector and authorize the 28 tax refunds indicated on the list dated April 6, 2020.

On a motion by Councilor Waldron, seconded by Councilor Cavagnero, the Council herein acting as the WPCA voted unanimously to accept the recommendation of the Tax Collector and authorize the 13 sewer usage refunds indicated on the list dated April 6, 2020.

**Business by Dept. Heads**

On a motion by Councilor Waldron, seconded by Councilor Cavagnero, the Council voted unanimously to consider business by Department Heads. Chief Towey provided a brief update on emergency management as it pertains to COVID-19. He informed the Council that the number of cases was on the rise and described some of the efforts being taken to prevent further spread of the virus in Torrington. Councilors Rubino and Waagner, as well as Mr. Drew, Mr. Farley and Mrs. Anderson thanked the Chief and the Mayor for their response to the COVID-19 pandemic. Councilor Rubino requested an update on the City's sewers and Mr. Drew reported that everything was well but he would like to discouraged people from flushing disinfectant wipes down their pipes. Mr. Sekorski also thanked the Council for approving the contract award for the hood and fire system at the Senior Center and Mayor Carbone informed the Council that City departments have transitioned to staggered work schedules to prevent the spread of COVID-19 among staff members and the public.

**Business by the Mayor and Council Members**

On a motion by Councilor Waldron, seconded by Councilor Waagner, the Council voted unanimously to consider business by the Mayor and Council members. Councilor Waldron discussed the impact of COVID-19 and expressed his condolences to Councilor Ruwet for the loss of her nephew. Councilor Waagner expressed her gratitude to the City and local communities for their response to the COVID-19 pandemic. Councilor Rubino urged everyone to stay safe and stop touching their face. Councilor Cavagnero thanked the Mayor and City personnel for their response to COVID-19 and expressed his opposition to the THS Building Project. Councilor Ruwet expressed her appreciation for America's response to the COVID-19 pandemic. Lastly, Mayor Carbone informed the Council that she would be sending out new information pertaining to budget deadlines and taxation, as they pertain to the Governors' Executive Orders.

**Adjournment**

On a motion by Councilor Waldron, seconded by Councilor Rubino, the Council voted unanimously to adjourn the meeting at 8:28 p.m.

*Respectfully submitted by*  
*Jonathan R. Draper, Asst. City Clerk*

ATTEST:



CAROL L. ANDERSON, MMC  
CITY CLERK