

A **REGULAR MEETING** of the City Council & WPC Authority was held in the City Hall Auditorium on Monday, May 7, 2018. Present were Mayor Elinor Carbone, Corporation Counsel Jaime LaMere and City Councilors Paul Cavagnero, Gregg Cogswell, Anne Ruwet, Fred Simon, and Marie Soliani. Councilman Frank Rubino arrived at 6:49 p.m. Police Chief Maniago, Acting Deputy Police Chief Newkirk, Fire Chief Towey, Deputy Fire Chief Tripp, City Comptroller Alice Proulx, Deputy Comptroller Gina Casper, Water Pollution Control Administrator Ray Drew, Fleet Manager Emil Castro, Elderly Services Director Joel Sekorski, Nutrition Supervisor Sherry Cote, and Christopher Pierce of Wright-Pierce engineering firm were also present.

Mayor Carbone called the meeting to order at 6:30 p.m. starting with the Pledge of Allegiance.

Minutes

On a motion by Councilwoman Ruwet, seconded by Councilwoman Soliani, the Council voted unanimously to accept the minutes of the Regular Meeting held April 16, 2018.

On a motion by Councilwoman Ruwet, seconded by Councilman Simon, the Council voted unanimously to accept the minutes of the Special Joint Meeting with the Board of Public Safety held April 17, 2018.

Open to the Public

On a motion by Councilwoman Soliani, seconded by Councilman Cogswell, the Council voted unanimously to open the meeting to the public.

No one from the public wished to speak.

Purchase: MOW Delivery Vehicles

On a motion by Councilwoman Ruwet, seconded by Councilman Cogswell, the Council voted unanimously to accept the recommendation of the Nutrition Program and the Services for the Elderly Commission to waive the City's bid process and authorize the Mayor to purchase two new temperature controlled Hot Shot Meals on Wheels 4x4 delivery vehicles from Delivery Concepts East of Hampstead, NC for a total of \$95,730.00, to be funded as indicated in the letter dated April 24, 2018.

Councilwoman Ruwet questioned the reason for waiving the City's bid process and Mr. Sekorski explained that Delivery Concepts East of Hampstead, NC is the sole provider of the requested delivery vehicle on the entire East Coast.

Councilwoman Ruwet asked Mr. Sekorski how many meals are served through Meals on Wheels annually. Mr. Sekorski stated that Torrington's Meals on Wheels program serves approximately 800 meals and just under 400 people per day throughout 18 towns in Litchfield County.

Purchase: Police K-9 Vehicles

On a motion by Councilwoman Ruwet, seconded by Councilman Simon, the Council voted unanimously to accept the recommendation of the Vehicle Replacement Advisory Board and Fleet Manager to waive the City's bid process and authorize the Mayor to purchase two (2) Police K-9 vehicles per State Contract #12PSX0194 from MHQ (Vehicle, Equipment, and Gear) of Middletown, CT for \$87,948.68 with funding from the vehicle replacement account.

Councilman Cogswell asked if there were any disagreements in the Vehicle Replacement Committee regarding the proposed purchase. Councilwoman Ruwet stated that the recommendation was unanimous.

Purchase: Freightliner Plow Trucks

On a motion by Councilman Cogswell, seconded by Councilwoman Ruwet, the Council voted unanimously to accept the recommendation of the Vehicle Replacement Advisory Board, Public Works Director, Fleet Manager, and the Superintendent of Streets and Parks to waive the City's bid process and authorize the Mayor to purchase two (2) Freightliner Plow Trucks, Model 114SD, from Freightliner of Hartford, Inc. of East Hartford, CT for \$304,540.90 (\$152,270.45/ea.) with a radio upgrade from Marcus Communications for the estimated cost of \$906.85 per radio using funding from the vehicle replacement account.

2019 Reappraisal & Revaluation

On a motion by Councilwoman Soliani, seconded by Councilman Cogswell, the Council voted unanimously to accept the recommendation of the Purchasing Agent and authorize the Mayor to award the 2019 Reappraisal and Revaluation of Real Property to Municipal Valuation Services, LLC of Fairfield, CT for the contracted amounts described in Pennie Zucco's letter dated April 30, 2018 and to have the Mayor act on behalf of the City regarding the execution of the contract and its administration.

City Cleaning Services

On a motion by Councilman Cogswell, seconded by Councilwoman Ruwet, the Council voted unanimously to accept the recommendation of the Purchasing Agent and authorize the Mayor to award the contract for cleaning services as described in Pennie Zucco's letter dated May 1, 2018 to KeeClean Management of Shelton, CT in the amount of \$34,800.00 for FY 2018/2019 and to have the Mayor act on behalf of the City regarding the execution of the contract and its administration.

Councilman Simon questioned what cleaning services would be included and Mayor Carbone stated that the contracted cleaning services would include the Armory, Teen Center, and Street Department facility.

Payment: Sanitary Sewer Capital Improvement

On a motion by Councilwoman Ruwet, seconded by Councilman Cogswell, the Council acting herein as the Water Pollution Control Authority voted unanimously to approve the following payment from Fund #490 Sanitary Sewer Capital Improvement.

DATE	CONTRACTOR	AMOUNT\$	DESCRIPTION
3/07/2018	Wright-Pierce	\$1,780.76	CMOM Engineering Services

Public Hearing

On a motion by Councilman Cogswell, seconded by Councilman Simon, the Council acting herein as the Water Pollution Control Authority voted unanimously to schedule a Public Hearing for May 21, 2018 at 6:30 PM to set the Sewer User Fee for the period from July 1, 2018 and ending June 30, 2019.

Councilman Cavagnero questioned whether the Sewer User Fee would be for Torrington residents only. Mr. Drew confirmed that the sewer rate would be specifically for Torrington residents and businesses and stated that the City is in the process of drafting new IMAs for Harwinton and Litchfield.

Sewer System Analysis & Valuation

The Council acting herein as the Water Pollution Control Authority discussed a scope of services for an independent analysis and valuation of the City’s sanitary sewer system.

Councilman Cavagnero questioned if Wright-Pierce conducted the City’s previous sewer system analysis and valuation and whether the City reached out to other engineering firms for a proposal.

Mr. Drew stated that Wright-Pierce did not conduct the previous analysis and valuation of the City’s sanitary sewer system and that the City did not contact any other engineering firms for a proposal, adding that Wright-Pierce has been the Torrington WPCA’s engineer of record for the past 19 years.

Councilman Cavagnero expressed his concerns regarding the proper method for assessing the value of Torrington’s sanitary sewer system. Mr. Pierce stated that the calculations for Wright-Pierce’s valuation would be determined on the basis of replacement costs.

Councilwoman Ruwet questioned the timeframe for completing the analysis and Mr. Pierce stated that he would expect to have a draft submitted within approximately six to eight weeks.

On a motion by Councilwoman Ruwet, seconded by Councilman Cavagnero, the Council acting herein as the Water Pollution Control Authority voted unanimously to move forward with a full replacement valuation as set forth in the letter from Christine Kurtz dated April 30, 2018.

Councilwoman Ruwet questioned what the funding source will be for the sewer system analysis and valuation. Mr. Drew stated that the \$15,700.00 for this project would be funded through the WPCA Capital Reserve account.

Termination of Lease Agreement

On a motion by Councilman Cogswell, seconded by Councilwoman Soliani, the Council voted unanimously to authorize the Mayor to terminate the lease agreement with the Drakeville Volunteer Fire Department dated June 30, 2009 for the City’s use of their property located on Marshall Lake Road for recreational purposes.

Councilman Simon questioned what the property was used for. Atty. LaMere stated that the property has not been used for anything in recent years but the City is responsible for maintaining it and the current lease expires June 30, 2019.

Mayor Carbone stated that she informed the Drakeville VFD that the termination of the lease agreement would be on the agenda and Chief Maccalous understood the City’s reasons for doing so.

Small Cities

On a motion by Councilwoman Soliani, seconded by Councilman Simon, the Council voted unanimously to consider business by the Small Cities subcommittee.

Councilwoman Soliani presented the subcommittee’s recommendation for the City Council to approve a subordination agreement request based upon revised loan information for 120 Northside Drive. On a motion by Councilwoman Soliani, seconded by Councilman Simon, the Council voted unanimously to accept the subcommittee’s recommendation.

On a motion by Councilwoman Soliani, seconded by Councilman Simon, the Council voted unanimously to accept the recommendation of the Small Cities subcommittee and approve the Community Development Stipend allocations as presented in the memo dated and revised May 3, 2018.

Budgets

The Council discussed the City’s capital improvement plans, beginning with the vehicle replacement plan.

On a motion by Councilwoman Ruwet, seconded by Councilman Simon, the Council voted unanimously to accept and approve the vehicle replacement capital plan with \$400,000.00 restored to the budget for fiscal year 2018-2019.

On a motion by Councilman Cogswell, seconded by Councilman Simon, the Council voted unanimously to accept and approve the Police Department capital plan as amended.

On a motion by Councilman Simon, seconded by Councilman Cogswell, the Council voted unanimously to accept and approve the Fire Department capital plan as amended.

On a motion by Councilman Simon, seconded by Councilwoman Soliani, the Council voted unanimously to accept the Public Works capital improvement plan.

Mayor Carbone discussed public input regarding the SMART program and presented a recommendation to slow the process considerably to develop a plan that is individualized enough to fit the needs of Torrington and its residents and better answer the public's questions.

On a motion by Councilwoman Ruwet, seconded by Councilman Rubino, the Council voted unanimously to restore \$427,680.00 (anticipated savings in disposal costs) to the Land Fill budget (line Item #5406) in order to accurately reflect what it will cost the City for disposal services, in light of fact that Torrington will not be moving the SMART program forward for fiscal year 2018-2019.

Councilwoman Ruwet expressed her support for delaying the SMART program and stated that there were too many unanswered questions.

Councilwoman Soliani expressed her support for the SMART program and stated that educating people about the program is important.

Mayor Carbone stated that the state has not advanced a budget yet and recommended that the Council, without knowing what the revenue will be from the state or what to expect regarding the motor vehicle mill rate, vote only on a tentative approval of the 2019 budget.

Councilman Cogswell expressed his concern that the City's budget is too high but stated that he would be willing to provide tentative approval under the provision that the budget will be revisited at a later date.

Councilman Cavagnero stated that he prefers not to vote for tentative approval of the 2019 budget because of the lack of specificity from the state. Councilwoman Ruwet agreed.

Mayor Carbone highlighted some of the important factors driving the current 2018-2019 fiscal year budget and presented a three-year plan for restoring funding to critical capital projects. She expressed concerns regarding revenue deficits and the impact of dipping into the City's fund balance on its bond rating. Mayor Carbone stated that the City must move away from its reliance on state revenues because they are reduced every year.

Councilman Cavagnero requested a meeting between the City Council and the Board of Education. Mayor Carbone stated that a meeting would be arranged between the City Council, Board of Education, and Board of Finance.

Release Liens

On a motion by Councilman Cogswell, seconded by Councilman Cavagnero, the Council voted unanimously to accept Corporation Counsel's recommendation and authorize the Mayor, pursuant to CGS §12-179, to release the liens described in Atty. LaMere's memo dated May 7, 2018.

Tax Collector Refunds

On a motion by Councilman Simon, seconded by Councilwoman Soliani, the Council voted unanimously to accept the recommendation of the Tax Collector and authorize the 22 tax refunds indicated on the list dated May 7, 2018.

On a motion by Councilwoman Soliani, seconded by Councilman Cogswell, the Council acting herein as the Water Pollution Control Authority voted unanimously to accept the recommendation of the Tax Collector and authorize the 15 sewer usage fee refunds indicated on the list dated May 7, 2018.

Building

On a motion by Councilman Cogswell, seconded by Councilman Simon, the Council voted unanimously to accept the Building Department's report for April 2018.

Business by Dept. Heads

On a motion by Councilwoman Ruwet, seconded by Councilman Cogswell, the Council voted unanimously to consider business by Department Heads. No business was reported.

Business by Mayor & Members

On a motion by Councilwoman Ruwet, seconded by Councilman Cogswell, the Council voted unanimously to consider business by the Mayor and Council Members.

Councilman Cavagnero and Councilwoman Soliani stated that they would like to meet with Torrington's state representatives.

Councilwoman Ruwet expressed her support for having a three-board meeting with the City Council, Board of Education, and Board of Finance.

Mayor Carbone announced that the City recently hired a new Assessor and congratulated THS students on their performance of *In the Heights*. She announced that there will be a Saturday in the Park Strawberry Festival on June 9th and stated that the designation of the City of Torrington as a Purple Heart City will take place on May 19th.

Open to the Public for Agenda Items Only

On a motion by Councilman Cogswell, seconded by Councilman Simon, the Council voted unanimously to open the meeting to the public to discuss agenda items only.

Glenn Royals stated that the Board of Education needs to make cuts to reduce their budget and questioned waiving the bid process for City purchases.

Adjournment

On a motion by Councilwoman Ruwet, seconded by Councilman Rubino, the Council voted unanimously to adjourn the meeting at 8:07 p.m.

Respectfully Submitted,
Jonathan R. Draper, Asst. Clerk

ATTEST:



CAROL L. ANDERSON, MMC
CITY CLERK