

A **REGULAR MEETING** of the City Council & WPC Authority was held at the City Hall Auditorium on Monday, March 16, 2020. Present were Mayor Elinor Carbone and City Councilors Drake Waldron, Sharon Waagner, Frank Rubino, Anne Ruwet and David Oliver. Councilor Paul Cavagnero was absent.

Also present were Corporation Counsel Victor Muschell, City Engineer Paul Kundzins, Parks and Recreation Superintendent Brett Simmons, Fire Chief Peter Towey, Police Chief Bill Baldwin, Torrington Housing Authority Executive Director Claudia Sweeney, Supportive Housing Works Deputy Director Kathy Hunter, Executive Director David Barrett Rich and Director of System Performance Lauren Zimmerman.

Mayor Carbone called the meeting to order at 6:55 p.m.

Minutes Approved

On a motion by Councilor Waldron, seconded by Councilor Waagner, the Council voted unanimously to approve the minutes of the regular meeting held March 2, 2020.

Open to the Public

On a motion by Councilor Oliver, seconded by Councilor Waldron, the Council voted unanimously to open the meeting to the public.

Raymond Bottass presented his thoughts regarding COVID-19 and informed those in attendance that Alfredo’s Deli would be offering takeout service for St. Patrick’s Day meals.

Addition of Section B

On a motion by Councilor Waldron, seconded by Councilor Oliver, the Council voted unanimously to add Section B to the agenda.

<p>SECTION B</p> <p><u>Executive Session</u></p> <p>On a motion by Councilor Waldron, seconded by Councilor Oliver, the Council voted unanimously to enter Executive Session pursuant to C.G.S. 1-210(b)(19)(viii) at 7:00 p.m. to discuss matters of public safety in regard to COVID-19. They were joined by Atty. Muschell, Chief Towey and Chief Baldwin.</p> <p><u>Open Session</u></p> <p>On a motion by Councilor Waldron, seconded by Councilor Waagner, the Council voted unanimously to enter Open Session at 7:27 p.m.</p> <p><u>Pond Management Program @ Elise Besse Park</u></p> <p>On a motion by Councilor Ruwet, seconded by Councilor Rubino, the Council voted unanimously to accept the recommendation of the Parks and Recreation Superintendent and award the contract for a Multi-Year Pond Management Program at Elise Besse Park (RFP #PMB-040-031120) to SOLitude Lake Management of Shrewsbury, MA for a total annual cost of \$27,516.</p>
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Reconstruction of City Parking Lots

On a motion by Councilor Waldron, seconded by Councilor Waagner, the Council voted unanimously to accept the recommendation of the Deputy Public Works Director/City Engineer to award the contract for the reconstruction of City parking lots (CPL-027-031020) to Connecticut Sealcoating, LLC of Bethlehem, CT for the amount of \$199,268.90 and expenditures up to \$20,000.00 for quantity fluctuations and contingencies and authorize the Mayor to act on behalf of the City regarding the award and execution of the contract agreement.

Reconstruction of Various Roads Phase 2020.2

On a motion by Councilor Ruwet, seconded by Councilor Rubino, the Council voted unanimously to accept the recommendation of the Deputy Public Works Director/City Engineer to award the contract for the Reconstruction of Various Roads Phase 2020.2 project to Asphalt Repair Solutions, Inc. of Oxford, CT for the amount of \$655,600.50 and expenditures up to \$65,560.00 for quantity fluctuations and contingencies and authorize the Mayor to act on behalf of the City regarding the award and execution of the contract agreement.

Crack Sealing & Micro Surfacing

On a motion by Councilor Waldron, seconded by Councilor Ruwet, the Council voted unanimously to accept the recommendation of the Deputy Public Works Director/City Engineer and authorize the Mayor to act on behalf of the City to waive the City’s bid process and accept the City of Shelton Contract #38-01 with Indus, Inc. of Braintree, Massachusetts for Micro-Surfacing and Crack Sealing.

Business by the Ordinance Subcommittee

On a motion by Councilor Rubino, seconded by Councilor Ruwet, the Council voted unanimously to consider business by the Ordinance subcommittee. Councilor Rubino explained the need to establish a Local Veteran’s Advisory Committee.

Public Hearing Scheduled

On a motion by Councilor Rubino, seconded by Councilor Ruwet, the Council voted unanimously to schedule a public hearing at 6:30 p.m. on Monday, April 6, 2020 to solicit citizen input regarding the formation of a Local Veteran’s Advisory Committee.

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 subcommittee’s recommendation to approve three Small Cities projects.

Small Cities Projects Approved

On a motion by Councilor Waldron, seconded by Councilor Waagner, the Council voted unanimously to approve the following Small Cities projects:

<u>Address</u>	<u>Project #</u>	<u>Amount</u>
287 Torcon Drive	T018-020	\$19,200
185 Revere Street	T018-024	\$26,415
465 Oxbow Drive	T018-029	\$4,430

Liens Released

On a motion by Councilor Waldron, seconded by Councilor Ruwet, 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 March 16, 2020.

Tax Collector Refunds Approved

On a motion by Councilor Waldron, seconded by Councilor Ruwet, the Council voted unanimously to accept the recommendation of the Tax Collector and authorize the 26 tax refunds indicated on the list dated March 16, 2020.

On a motion by Councilor Waldron, seconded by Councilor Waagner, the Council herein acting as the WPCA voted unanimously to accept the recommendation of the Tax Collector and authorize the 23 sewer usage refunds indicated on the list dated March 16, 2020.

Business by Dept. Heads

On a motion by Councilor Rubino, seconded by Councilor Waldron, the Council voted unanimously to consider business by Department Heads. Chief Towey provided a brief update on emergency preparedness in regard to COVID-19.

Business by the Mayor and Council Members

On a motion by Councilor Oliver, seconded by Councilor Rubino, the Council voted unanimously to consider business by the Mayor and Council members. Councilors Rubino, Ruwet and Waagner thanked Chief Towey and Chief Baldwin for their efforts to prepare the City for COVID-19. Councilor Rubino requested clarification regarding staffing needs for the homeless shelter diversion program and Ms. Zimmerman explained. Councilors Ruwet and Waagner expressed their support for the homeless shelter diversion program and Councilor Ruwet wished everyone a Happy St. Patrick’s Day. Mayor Carbone provided an update regarding the City’s response to COVID-19, including appointment only access to City offices and the suspension of in-person meetings for City boards and committees. The Mayor also announced that the City will be purchasing chrome books to provide remote access for City employees. She added that they would be repurposed for other City functions after the coronavirus pandemic passes.

Open to Public for Agenda Items Only

On a motion by Councilor Waldron, seconded by Councilor Oliver, the Council voted unanimously to open the meeting to the public for agenda items only. No one from the public wished to speak.

Executive Session

On a motion by Councilor Waldron, seconded by Councilor Oliver, the Council voted unanimously to enter Executive Session pursuant to C.G.S. 1-200(6) at 7:51 p.m. to discuss the partial payment of a pending heart and hypertension claim brought under C.G.S. 7-433c. They were joined by Atty. Muschell.

Open Session

On a motion by Councilor Waldron, seconded by Councilor Oliver, the Council voted unanimously to enter Open Session at 7:58 p.m.

Authorization of Payment

On a motion by Councilor Waldron, seconded by Councilor Ruwet, the Council voted unanimously to authorize the partial payment of a pending heart and hypertension claim brought under C.G.S. 7-433c.

Adjournment

On a motion by Councilor Oliver, seconded by Councilor Waagner, the Council voted unanimously to adjourn the meeting at 7:59 p.m.

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

ATTEST:



CAROL L. ANDERSON, MMC
CITY CLERK