

MAYOR
JEFFREY A. MACMILLEN

DEPUTY MAYOR
THOMAS ZAMPANO

TOWN MANAGER
MICHAEL P. DOWNES



COUNCIL MEMBERS
BRUCE ABELSON
ROSE MARIE ANGELONI
MARIE E. DIAMOND
WALTER GOAD
VINCENT J. MASE, SR.
NICHOLAS PALLADINO
RONALD PELLICCIA, JR.

TOWN OF NORTH BRANFORD

TOWN HALL, 909 FOXON ROAD, NORTH BRANFORD, CONNECTICUT 06471

TOWN MANAGER (203) 484-6000 TOWN HALL FAX (203) 484-6025

MINUTES TOWN COUNCIL MEETING Tuesday, June 20, 2023 7:00 p.m. Town Council Chambers

Mayor Macmillen called the meeting to order at 7:03 p.m.

Salute to the Flag

1. Roll Call

Present: Mayor Macmillen, Deputy Mayor Zampano, Councilor Abelson, Councilor Angeloni, Councilor Diamond, Councilor Goad, Councilor Palladino, and Councilor Pelliccia

Absent: Councilor Mase * Entered the meeting at 7:24 p.m.

Also Present: Town Manager Downes, Town Treasurer/ Finance Director Esposito, and Town Attorney LeClerc.

2. Minutes of Previous Meeting:

a. June 6, 2023 — WPCA & Town Council Meeting

Motion: To approve the WPCA & Town Council Meeting minutes dated June 6, 2023;

Moved: Councilor Diamond

Seconded: Deputy Mayor Zampano

Discussion: None

Vote: 6 – 0 – 2

Abstain: Councilor Abelson and Councilor Angeloni

REGULAR TOWN COUNCIL MEETING

3. Community Events and Presentations:

a. Presentation from Girl Scouts Julianna Cousino and Fiona Wood on their Bronze Award Pollinator Gardens

Julianna and Fiona earned the Bronze Award, the biggest possible award, for planting pollinators at school and at home, as well as at Town Hall to help provide for bees. They thanked those at DeFrancesco Farm and Nancy Tipping for helping them earn the badge, which included serving 30 hours throughout the year.

b. Presentation from Girl Scout Cassidy Anderson on her Bronze Award Sign placed in front of the Little Red Schoolhouse

Cassidy has been making and selling jewelry locally and as far as Georgia and donating all proceeds to help get a sign for the Little Red Schoolhouse.

4. Reports of Committees, Boards and Commissions:

- a. **Economic Development Commission:** Councilor Palladino reported that the next meeting is July 10,2-23.
- b. **Park & Recreation:** Councilor Angeloni reported that Tuesday the 27th is the next meeting.
- c. **Police Commission:** Councilor Diamond reported that two of officers Paine and Bernstein received an award for life saving measures. We are now in the process of State accreditation which is July 18, 2023.
- d. **Fire Commission:** Councilor Pelliccia reported that there was an executive session to discuss the needs of the Fire Commission.
- e. **Planning & Zoning Committee -** Councilor Angeloni indicated that there was no meeting.
- f. **Finance Subcommittee:** Councilor Angeloni explained that there is upcoming language to be changed regarding the Safety Commission. Other items will be added and managed for later in the meeting.
- g. **Public Safety Communications Sub-Committee:** Councilor Diamond indicated that there have been issues for both towers. Conduits and electricity have been managed by Victor Pietriandria. The Northford Towers issue is ongoing- Victor Pietriandria has made progress in that this will progress but will not meet the end of June date. This is being worked on by our Town Attorney.
- h. **CIWWA:** Councilor Diamond shared that the meeting was canceled.

5. Assistant Town Manager's Report

a. General Report

1. North Branford's Flag Day event that was scheduled for last Wednesday was unfortunately canceled due to the weather. Anyone interested in purchasing a flag may still do so by going to the North Branford Women's Club's website. They will remain on display through July 4 in front of Town Hall.
2. Town employees received training this week on Munis's employee self-service system. It represents a significant step forward and will digitize & streamline essential operations including time & attendance. We will be gradually implementing additional modules in the coming months.
3. North Branford Libraries held a Barn Dance to kick off their summer reading program this past Saturday. I'm told it was well attended and a good time for all. The rain held off most of the day but unfortunately started just in time to catch those participating in the North Street Walk & Talk by surprise.

4. The Library's Sunflower Passport program has also begun. 8 sunflowers are hidden in locations throughout Town. Participants who find all 8 will be entered into the summer reading prize raffle. The Summer reading program has prizes including a ride to school on a Fire Truck, courtesy of the North Branford Fire Department, as well as POCO ride tickets and other prizes. Anyone interested in participating can visit the libraries or their website for more information.
5. Town representatives met today with representatives of DOT and their consultant FHI Studios to discuss a road safety audit at the intersection of Routes 22 and 17 in Northford Center. The project will assess both State and local roads in that intersection, propose improvements, and identify funding mechanisms to address the improvements. It is hoped the recommendations will reduce the frequency and severity of motor vehicle accidents, while helping to beautify the intersection and make it more pedestrian-friendly.
6. Parks, Rec & Senior will be hosting their annual senior picnic Thursday, June 29 from 5:30 – 7 at the Stanley T. Williams Community Center. The fare will include hot dogs, hamburgers, salad, watermelon, and dessert. It's free for residents, \$5 for non-residents, and registration closes this Thursday the 22nd. Anyone interested should visit their website to register.
7. Recreation summer camp will begin next Monday the 26th. The first week registration is at capacity and staff are looking forward to a fun summer for the kids.
8. Cribbing from a very nice email that Town Manager Downes put together. We're sad to announce that Patti Schaeffer, our Accounts Payable clerk has provided notice of her intention to retire August 4th. She has been with the Finance Department for 15 years, having started in 1992 with the Board of Education managing the cafeteria at Stanley T. Williams before moving to NBIS through 2000, before finally joining the PD, where she was a dispatcher until 2008. She has lived in town for 20 years and raised her family here. We thank her for her 31 years of service and wish her the best in her retirement.

b. Permanent Project Building Committee

- 1) Stanley T Williams – The roof is complete. Work on the fascia and caps is underway and scheduled to be completed this week.
- 2) Police Department – Sitework is ongoing. The new driveway entrance for Public Works is complete. The project budget is included in your packet this evening for your review.
- 3) High School – Punch list work is ongoing. Items to be completed during the summer have been established. Phase II demolition is in process.
- 4) Intermediate School – The contract award process is underway.

Councilor Diamond commented that there was no cell service in the High School. She asked that his be looked into.

Anthony Esposito responded that the tower project underway should hopefully address this issue. If not, they can look at installing antennae, but there will be a cost associated.

*Enter Councilor Mase at 7:24 p.m.

6. Citizens' Statements and Petitions and Correspondence: None.

7. Resignations and Appointments: None.

8. Unfinished Business: Discussion and Action:

a. Discussion: Creation of an 1831 Committee

Holding this item.

Motion: to add Item 9.h: Job Description clerical modifications;

Moved: Councilor Angeloni

Seconded: Councilor Pelliccia

Discussion: None

With all in favor, the motion passed.

Motion: A motion was made to amend the agenda to add Item 9h: Account Clerk I Job Description Modifications

Moved: Councilor Angeloni

Seconded: Councilor Pelliccia

Discussion: None

With all in favor, the motion passed.

9. New Business: Discussion and Action:

a. Municipal Master Agreement for Construction Projects with CT DOT

Assistant Town Manager Burke explained that this is a standard agreement that DOT does with all municipalities to govern its projects. This is a 1-year extension while DOT revises the base agreement. It includes some inconsequential amendments.

Attorney LeClerc said that there is no reason that it should not be approved.

Motion: to approve the agreement as presented and authorize the Town Manager to execute it.

Moved: Councilor Angeloni

Seconded: Deputy Mayor Zampano

Discussion: None

With All in Favor, the Motion Passed.

b. Resolution regarding "Amending A Resolution Appropriating \$5,650,000 For The Acquisition And Installation of An Emergency Communications Radio System

Within The Town and Authorizing the Issuance Of \$5,650,000 Bonds Of The Town to Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Building For Such Purpose”

Councilor Angeloni provided some background. The Permanent Projects Building Committee asked the Council to increase bond authorization for the police department project due to the budget not including furniture, fixtures, & equipment (FF&E). The Town Council was not inclined to approve this. At Finance Subcommittee, discussed modifying the communications project authorization rather than increasing the total authorization. The original authorization was based on a report done by a consultant. Additionally, Town received \$750,000 Federal grant the covered specific costs. Receiving the grant freed up \$750,000 in the project budget because the grant was not included in the budget originally. The Town’s bond counsel provided language that modifies the original communications project bond authorization to include eligible communication-related costs from the police department project within the \$750,000 amount freed up by the grant funds.

Motion: That the Resolution set forth in the agenda packet and the \$5,650,000 for the acquisition and installation of an emergency communications radio system within the town and authorizing the issuance of \$5,650,000 bonds of the Town to meet said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose be approved;

RESOLUTION AMENDING A RESOLUTION APPROPRIATING \$5,650,000 FOR THE ACQUISITION AND INSTALLATION OF AN EMERGENCY COMMUNICATIONS RADIO SYSTEM WITHIN THE TOWN AND AUTHORIZING THE ISSUANCE OF \$5,650,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

RESOLVED:

Section 1. Section 1 of the resolution entitled “Resolution Appropriating \$5,650,000 For The Acquisition And Installation Of An Emergency Communications Radio System Within The Town And Authorizing The Issuance Of \$5,650,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose” adopted by the Town Council on March 16, 2021 (the “Resolution”), is hereby amended to expand the scope of the Project to include other technological and security related infrastructure, thereby making said Section read as follows:

“Section 1. The sum of \$5,650,000 is appropriated for the acquisition and installation of an emergency communications radio system and for other technological and security related infrastructure, in the Town of North Branford, Connecticut (the “Town”), including but not limited to: (1) an emergency communications radio system, as more fully set forth in that certain report prepared by New England Radio Consultants, LLC dated October 1, 2020, as amended from time to time; (2) technological and security related infrastructure, including but not limited to: (i) telephones, recorders, and video

meeting technology and systems; (ii) equipment, such as NexGen computers and servers; (iii) Crown Castle fiber communications infrastructure; and (iv) security infrastructure such as CCTV and card key access; and (3) related costs, including but not limited to expenses related to legal, consulting, licensing, permitting, advisory, administrative, governmental fees and expenses and costs of issuance related thereto (collectively, the “Project”), said appropriation to be inclusive of any and all State and Federal grants-in-aid thereof.”

Section 2. Section 6 of the Resolution shall be applicable to the Project, as of the date of the adoption of such an amendment.

- Moved:** Councilor Angeloni
Seconded: Deputy Mayor Zampano
Discussion: Deputy Mayor Zampano asked who owns the dollar value allocated by the amount approved for buildings when it goes over the designated amount so that the account managed and spent in accordance with the amount approved?

Town Attorney LeClerc answered that the buck stops with the Town Council. Each agency has responsibility to the charges set forth by the Council. Each item is delegated to a varying Committee and outlined by task.

Deputy Mayor Zampano added that the Council Members are guardians for the Taxpayers.

Councilor Diamond commented that the responsibility may lie with the architect.

Councilor Pelliccia believes that this was a compromise to have the building done right.

Mayor MacMills said it was important to stop the scope creep for the project.

Roll Call Vote: 6-3 in favor

Yes: Councilor Angeloni, Councilor Diamond, Councilor Mase, Councilor Palladino, Councilor Pelliccia, Mayor Macmillen.

No: Deputy Mayor Zampano, Councilor Abelson, Councilor Goad

c. Public Works job description modifications

- i. Laborer I(I (Grounds Maintainer)
- ii. Groundskeeper
- iii. Grounds Leadman
- iv. Highway I
- v. Highway II
- vi. Highway Leadman
- vii. Arborist
- viii. Maintenance

Motion: to approve the modifications made in the Public Works Job descriptions to maintain consistent language and to add “or

their designer” to all, as listed;

Moved: Councilor Angeloni

Seconded: Councilor Abelson

Discussion: None

With all in favor, the motion passed.

d. Financial Report 05-31-23

The topline indicates that property exceeds that from last year and the revenue amount is due to the timing, with nothing to be concerned about, as it will be resolved by the end of the year. The report denotes another healthy fiscal year for North Branford.

e. Appropriation Transfers

Motion: To accept the appropriation transfers as presented;

Moved: Councilor Angeloni

Seconded: Deputy Mayor Zampano

Discussion: None

With all in favor, the motion passed.

f. Approval of Tax Refunds

Motion: To approve the tax refunds;

Moved: Councilor Angeloni

Seconded: Councilor Diamond

Discussion: None

With all in favor, the motion passed.

g. Approval of RFP specifications for RFP#924003 Certified EMT & Licensed Paramedic Ambulance Personnel :

Motion: to approve the RFP specifications for RFP #924003

Moved: Councilor Pelliccia

Seconded: Deputy Mayor Zampano

Discussion: None

With all in favor, the motion passed.

h. Discussion and approval of Account Clerk I

Motion: to approve the job description modification for Account Clerk 1 to add “or their designee” around the supervision received;

Motion: Councilor Angeloni

Seconded: Councilor Abelson

Discussion: None

With all in favor, the motion passed.

10. Citizens' Statements and Petitions: None

11. Executive Session: Discussion concerning hiring of additional town employees CGS 1-200 (6)(A)

Motion: to enter into Executive Session to include the Town Attorney, Fire Chief Esposito, Assistant Town Manager Burke, Fire Commission Chairman Prunier, and Fire Commissioner Civitello at 8:09 p.m.
Moved: Councilor Angeloni
Seconded: Deputy Mayor Zampano
Discussion: None
With all in favor, the motion passed.

Motion: To leave Executive Session at 8:37 p.m.;
Moved: Councilor Pelliccia
Seconded: Councilor Pelliccia
Discussion: None
With all in favor, the motion passed.

12. Adjournment:

Motion: To adjourn at 8:38 p.m.;
Moved: Councilor Angeloni
Seconded: Deputy Mayor Zampano
Discussion: None
With all in favor, the motion passed.

Respectfully Submitted by;

Michele Pollock

6-22-2023

Town Council Clerk

Date