



Town of Groton, Connecticut

45 Fort Hill Road
Groton, CT 06340-4394
Town Clerk 860-441-6640
Town Manager 860-441-6630

Meeting Agenda

Town Council

Mayor Patrice Granatosky, Councilor David Atwater, Councilor Conrad F. Heede, Councilor Rachael Franco, Councilor Rich Moravsik, Councilor Lian Obrey, Councilor Juliette Parker, Councilor Rita Schmidt, and Councilor Joe Zeppieri

Tuesday, June 05, 2018

6:30 PM

Town Hall Annex - Community Room 1

REGULAR MEETING

REVISED

I. ROLL CALL

II. SALUTE TO THE FLAG

III. RECOGNITION, AWARDS & MEMORIALS

2018-0121	Proclamation Recognizing Academy Point at Mystic	Proclamation - TC
2018-0142	Proclamation Recognizing National Prevention Week 2018	Proclamation - TC

PROCLAMATION RECOGNIZING NATIONAL PREVENTION WEEK 2018

Recess for Public Hearing on:

2018-0097	Bill Memorial Library Neighborhood Assistance Act Program Application (2018)	Referral
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IV. RECEIPT OF CITIZENS' PETITIONS, COMMENTS AND CONCERNS

This is the portion of the Council Agenda where the Council welcomes comments from citizens. Each presentation should be limited to five (5) minutes or less, and citizens should, if possible, submit written comments. Presentations should be related to matters pertinent to Groton. Town Councilors will only ask questions in order to clarify the speaker's presentation and can respond during the Responses to Citizens' Petitions portion of the Town Council meeting. Citizens should make their presentations from the lectern and state their names and addresses for the record.

V. RESPONSES TO CITIZENS' PETITIONS, COMMENTS AND CONCERNS

VI. CONSENT CALENDAR

All matters listed under Item VI (Consent Calendar) are considered to be routine and will be enacted by one motion. No separate discussion of these items will take place, unless cause is shown prior to the time Council votes on the motion to adopt.

a. Approval of Minutes

2018-0138	Approval of Minutes (Town Council)	Resolution - Consent
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RESOLUTION ACCEPTING TOWN COUNCIL MINUTES

RESOLVED, that the minutes of the Town Council meetings of April 24, 2018 and May 1, 2018 are hereby accepted and approved.

b. Administrative Items

2018-0122	Special Trust Fund Contributions	Resolution - Consent
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RESOLUTION ACCEPTING CONTRIBUTIONS TO SPECIAL TRUST FUNDS

RESOLVED, that the Town Council hereby accepts contributions to the Town as follows:
 Anonymous - \$100.00 - Social Services Discretionary
 Mystic Area Churches Assistance Fund - \$500.00 - Social Services Discretionary
 Lee Vincent - \$50.00 - Social Services Discretionary
 Julia Campisi - \$50.00 - Groton Utilities Energy Assistance Program
 Daniel Eischen - \$50.00 - Groton Utilities Energy Assistance Program
 Stephan & Annette Finton - \$25.00 - Groton Utilities Energy Assistance Program
 Thomas Powden - \$50.00 - Groton Utilities Energy Assistance Program
 Elizabeth & Brae Rafferty - \$10.00 - Groton Utilities Energy Assistance Program
 Richard & Lee Ann Stiles - \$25.00 - Groton Utilities Energy Assistance Program
 Ronald & Margaret Stoven - \$100.00 - Groton Utilities Energy Assistance Program
 Fred & Gail Yeo - \$300.00 - Groton Utilities Energy Assistance Program
 Marsha Zimmerman - \$10.00 - Groton Utilities Energy Assistance Program
 John Falling - \$20.00 - Parks and Recreation Revolving
 Odera Taylor - \$10.00 - Parks and Recreation Revolving
 Dale Deflice - \$5.00 - Parks and Recreation Revolving
 Janet Thompson - \$100.00 - Library Miscellaneous
 Emory Merrill - \$15.00 - Groton Utilities Energy Assistance Program
 City of Groton Matching Funds - \$150.00 - Groton Utilities Energy Assistance Program
 Anonymous - \$100.00 - Social Services Discretionary
 Groton Bible Chapel - \$1,000 - Social Services Discretionary
 Lee Vincent - \$50.00 - Social Services Discretionary

c. Deletions from the Town Council Referral List

2018-0090	FYE 2018 Fourth Quarter Transfers	Referral
2018-0116	Tax Increment Financing - Update	Referral
2018-0117	Navy Housing Data Report Presentation	Referral
2018-0090	FYE 2018 Fourth Quarter Transfers	Referral
2018-0109	FYE 2018 Suspense List	Referral
2018-0123	Sustainable CT Certification Program	Referral
2018-0127	Ordinance to Establish Operations for BYOB Establishments	Referral
2018-0129	Discussion with Groton Shellfish Commission	Referral
2018-0131	Request for Economic Assistance Funds - Rodgers Development LLC	Referral
2018-0132	AARP Challenge Grant - Senior Center	Referral
2018-0133	Assessor Update	Referral
2018-0135	Establishment of Tax Rate for General Fund (FYE 2019)	Referral
2018-0136	Establishment of Tax Rate for Mumford Cove District Fund (FYE 2019)	Referral
2018-0137	Establishment of Tax Rate for Groton Sewer District Fund (FYE 2019)	Referral

VII. COMMUNICATIONS & REPORTS (Other than Committee Reports)

a. Town Councilors

b. Clerk of the Representative Town Meeting

c. Clerk of the Council

d. Town Manager

e. Department Heads

VIII. COMMITTEE REPORTS

a. Personnel & Appointments - Chairman Heede

b. Rules - Chairman Heede

c. Committee of the Whole - Mayor Granatosky

IX. NEW BUSINESS

2018-0090 FYE 2018 Fourth Quarter Transfers Referral

RESOLUTION FOR FYE 2018 FOURTH QUARTER TRANSFERS

WHEREAS, the Town Charter provides for supplemental appropriations to Adopted Budgets and transfers from the Contingency function during the year and

WHEREAS, the Town Charter also provides for the transfer of funds from one departmental function to another departmental function during the last three months of the fiscal year, and

WHEREAS, transfers are necessary and represent unforeseen or unexpected expenditures at the time the FYE 2018 budget was adopted, now therefore be it

RESOLVED, that transfers totaling \$29,800 be transferred from Contingency (#1074) to the following General Fund departments/functions and transfers of \$10,000 or more are referred to the RTM for approval:

- Legislative Policy (#10018-5290) \$15,000;
- Legal fees and ad for Charter Revision Commission
- Town Clerk (#10050 5109) \$8,300
- Retirement of long term employee
- Executive Management (#10100 5117) \$6,500;
- Expenses related to hiring of new Town Manager

Refer to RTM 6.5.3

Legislative History

4/10/2018 Town Council Committee of Discussed
 the Whole

Director of Finance Cindy Landry described the request for fourth quarter transfers for overdrawn functions and unexpected expenditures over the course of the fiscal year.

4/10/2018 Town Council Committee of Recommended for a
 the Whole Resolution

2018-0109 FYE 2018 Suspense List Referral

RESOLUTION ESTABLISHING THE FISCAL YEAR 2018 SUSPENSE LIST

WHEREAS, State law requires that once a year a list shall be compiled of taxes that should be suspended, and

WHEREAS, the accounts which have been determined as uncollectible have been contacted multiple times with no response, and

WHEREAS, placing uncollected items on the Suspense Lists helps avoid waste of money and staff time, and

WHEREAS, the taxpayers remain liable for all amounts that are placed on the Suspense List, now therefore be it

RESOLVED, that the following amounts be added to the Suspense List as reported to the Town Council:

Town:	\$500,584.76	
Sewer District:	\$ 989.61	
Mumford Cove Association:	\$	0.17
Total	\$501,574.54	

Legislative History

4/19/2018	Mayor	Referred	Town Council Committee of the W
5/22/2018	Town Council Committee of the Whole	Discussed	

Director of Finance Cindy Landry and Tax Collector Melissa McGuire were present. Ms. Landry noted the suspense list is a list of taxes that will no longer be billed by the Town and are turned over to a collection agency. The taxes are still due to the Town and are payable for 15 years. The total FYE 18 suspense list for the Town, the Sewer District, and Mumford Cove is \$501,574.54.

Ms. McGuire noted that the Town is unable to locate current addresses for former residents, some being military, deceased, claimed bankruptcy, foreclosed on or had a mobile home eviction.

Ms. McGuire and Ms. Landry responded to questions from Councilors.

5/22/2018	Town Council Committee of the Whole	Recommended for a Resolution
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2018-0123

Sustainable CT Certification Program

Referral

RESOLUTION SUPPORTING PARTICIPATION IN THE SUSTAINABLE CT MUNICIPAL CERTIFICATION PROCESS

WHEREAS, Sustainable CT is a comprehensive, statewide, action-oriented voluntary certification program, built by and for municipalities, with the vision that Sustainable CT communities strive to be thriving, resilient, collaborative, and forward-looking; and

WHEREAS, Sustainable CT is designed to boost local economies, help municipal operations become more efficient, reduce operating costs, and provide grants and additional support to municipalities; and

WHEREAS, the Town of Groton embraces an ongoing process of working toward greater sustainability, now therefore be it

RESOLVED, by the Town Council authorizes the Director of the Office of Planning and Development Services, or his/her designee to serve as the Town of Groton's Sustainable CT contact person for the Sustainable CT Municipal Certification process and authorizes him/her to complete Municipal Registration on behalf of Town of Groton; and be it further

RESOLVED, that an advisory Sustainability Team to be comprised of no more than five (5) members of town staff and representatives of other agencies or groups appointed by the Town Manager is hereby established; and be it further

RESOLVED, that the first meeting of the Sustainability Team will be held within 90 days of passing this resolution and that the Sustainability Team shall meet as frequently as needed, but no less than twice per year; and be it further

RESOLVED, that the Sustainability Team shall report annually to the Town Council on the progress

of its activities toward Sustainable CT certification, with any reports and or presentations made publicly available.

Legislative History

5/2/2018 Mayor Referred Town Council Committee of the W

**5/8/2018 Town Council Committee of Discussed
the Whole**

Jon Reiner explained the Sustainable CT Certification Program to the Council stating that he would need to set up a team of people to review initiatives, past and present, to obtain the certification. Mr. Reiner mentioned that having this certification could benefit the Town in the future to obtain more grants showing commitment to sustainability.

Jon Reiner responded to questions from the Town Councilors.

**5/8/2018 Town Council Committee of Recommended for a
the Whole Resolution**

2018-0127

Ordinance to Establish Operations for BYOB Establishments

Referral

INTRODUCTION OF AN ORDINANCE TO ESTABLISH HOURS OF OPERATIONS FOR B.Y.O.B. ESTABLISHMENTS

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF GROTON:

1. Findings. In recognition of the growing practice of allowing patrons to bring alcoholic beverages to restaurants, clubs, meeting spaces, lounges and the like in the Town of Groton which establishments are not otherwise licensed by the State of Connecticut Liquor Control Division; the Town seeks to preserve and promote the health, safety, welfare, and quality of life of its residents by defining, clarifying and regulating this practice at such establishments.

2. Purpose. The purpose of this ordinance is to regulate the practice of allowing patrons to bring their own alcohol to commercial establishments within the Town.

3. Definitions.

Alcoholic liquor shall have the same meaning as the same term defined in C.G.S. § 30-1, as amended from time to time.

BYOB Establishment often referred to as "Bring Your Own Bottle" means any business facility, such as a dance hall, club, restaurant, lounge, meeting room or association, not licensed by the State of Connecticut Liquor Control Division, wherein patrons twenty-one (21) years of age or older are allowed to bring their own alcoholic liquor to the facility and to consume thereon. This designation includes any such facility regardless of whether such facility requires an entry fee, cover charge, membership fee or allows the practice only when associated with making a purchase at the facility.

4. Operation of BYOB Establishments within the Town of Groton.

a. No alcoholic liquor may be consumed on the premises of such BYOB Establishments between the hours of 11:00 P.M. and 11:00 A.M.

b. No gambling, lotteries and/or gambling devices are permitted at BYOB Establishments.

c. The consumption of alcoholic liquor by visibly intoxicated persons shall be prohibited at BYOB Establishments.

d. The consumption of alcoholic liquor by persons under the age of twenty-one (21) shall be

prohibited at BYOB Establishments.

e. Alcoholic liquor shall not be offered as a prize for any activity conducted at the BYOB Establishment.

5. Penalties. Any person violating any provision of this section shall be subject to a fine of \$250.00.

6. Relationship with other laws, ordinances. The provisions of this section shall in no way be read to substitute for, replace and/or conflict with the provisions of the Connecticut Liquor Control Act and/or Sections 4-1 through 4-5 of this Code.

and be it further

RESOLVED, that the Town Council will hold a public hearing on a Bring Your Own Bottle (BYOB) Ordinance on June 26th at 6:30 p.m. in Town Hall Annex, Community Room 1.

Legislative History

5/14/2018 Mayor Referred Town Council Committee of the W

5/22/2018 Town Council Committee of the Whole Discussed

The Town Manager noted this ordinance came out of many discussions over the last few months. Bring Your Own Beverage is not covered by state statutes. He noted the ordinance was drafted by legal counsel and sets limits on the time. The Town Manager responded to Councilors' questions. Town Manager John Burt introduced and discussed scheduling of a public hearing.

5/22/2018 Town Council Committee of the Whole Recommended for a Resolution

2018-0131 Request for Economic Assistance Funds - Rodgers Development LLC Referral

RESOLUTION APPROVING A GRANT OF ECONOMIC ASSISTANCE FUNDS TO RODGERS DEVELOPMENT LLC

WHEREAS, the Town has received an application from Rodgers Development LLC for a grant from the Town of Groton Economic Assistance Fund to help defray infrastructure costs associated with constructing 19 residential units at 10 Fort Hill Road, and

WHEREAS, documented infrastructure cost estimates total over \$83,000 for sewer line installation and roadway repair, and

WHEREAS, the requested funding would facilitate creation of housing in Groton, and

WHEREAS, it has been estimated that taxes to the Town would increase from approximately \$3,000 pre-improvements to approximately \$56,000 post-improvements, and

WHEREAS, the Town of Groton Economic Development Commission has recommended approval of awarding an amount of \$41,940 towards the infrastructure costs, now therefore be it

RESOLVED, that the Town Council approves an Economic Assistance Fund grant award of \$41,940.00 to Rodgers Development LLC for sewer line installation and roadway repair infrastructure costs at 10 Fort Hill Road to be paid on a reimbursement basis after satisfying utility and road specifications, addressing road access beautification, proof of payment to the contractor, and after a sign is posted indicating the project was helped by the Town of Groton Economic Assistance Fund.

Legislative History

5/16/2018 Mayor Referred Town Council Committee of the W

5/22/2018 Town Council Committee of the Whole Discussed

Paige Bronk, Economic and Community Development Manager, described the award of an economic assistance grant for 10 Fort Hill Road. The applicants were present to answer any questions. Guidelines for the program were approved in 2017. This program was designed to provide reimbursement for public infrastructure. Rodgers Development, LLC has requested a grant in the amount of \$73,600 for sewer and roadway improvements. This request was reviewed and endorsed by the Economic Development Commission for a grant award of \$41,940.00. Mr. Bronk reviewed pre- and post-improvement tax revenue estimates. Mr. Bronk and John Rodgers then responded to questions from Councilors.

5/22/2018 Town Council Committee of the Whole Recommended for a Resolution

2018-0132 AARP Challenge Grant - Senior Center Referral

RESOLUTION AUTHORIZING THE TOWN MANAGER TO APPLY FOR THE AARP COMMUNITY CHALLENGE GRANT FOR A SENIOR CENTER WITHOUT LIMITS PROGRAM

WHEREAS, the Senior Center would like to apply for grant funds in the amount of \$3,400 from the AARP Community Challenge Grant Program and

WHEREAS, the grant will fund the technology materials to offer the “Senior Center without Limits” program and purchase laptops and Ipads, now therefore be it

RESOLVED, that the Town Manager or his designee is authorized to apply for the AARP Community Challenge grant for a Senior Center without Limits program.

Legislative History

5/17/2018 Mayor Referred Town Council Committee of the W

5/22/2018 Town Council Committee of the Whole Discussed

This is a one-time grant for \$3,400 for a virtual senior center. This grant will be in addition to the Pfizer grant received for this program.

5/22/2018 Town Council Committee of the Whole Recommended for a Resolution

2018-0135 Establishment of Tax Rate for General Fund (FYE 2019) Referral

RESOLUTION ESTABLISHING TAX RATE FOR GENERAL FUND TAXES DUE ON JULY 1, 2018

WHEREAS, the Representative Town Meeting has approved a General Fund Budget for fiscal year ending June 30, 2019 providing for expenditure appropriations totaling \$125,856,730, and

WHEREAS, the Town Council estimates cash revenue exclusive of FYE 2019 current property taxes will total \$38,359,146, now therefore be it

RESOLVED, that \$0.00 is hereby appropriated as fund balance available as of July 1, 2018 to partially meet expenditure appropriations contained in the FYE 2019 General Fund budget, and be it further

RESOLVED, that \$87,497,584 is the amount that needs to be raised from property taxes, and be it further

RESOLVED, that the tax rate for taxes due July 1, 2018 is hereby established at 24.17 mills per thousand dollars of assessed valuation to raise \$87,497,584 ($\$87,497,584 \div \$3,679,211,091 \div 98.4\% \times 1,000 = 24.17$ mills).

Legislative History

	5/17/2018	Mayor	Referred	Town Council Committee of the W
	6/5/2018	Town Council Committee of the Whole	Recommended for a Resolution	
2018-0136	Establishment of Tax Rate for Mumford Cove District Fund (FYE 2019)			Referral

RESOLUTION ESTABLISHING TAX RATE FOR MUMFORD COVE DISTRICT FUND DUE JULY 1, 2018

WHEREAS, the Representative Town Meeting has approved a Mumford Cove District Fund Budget for fiscal year ending June 30, 2019 providing for expenditure appropriations totaling \$21,043, and

WHEREAS, the Town Council estimated cash revenue exclusive of FYE 2019 current property taxes will total \$0, now therefore be it

RESOLVED, that \$0 is hereby appropriated as fund balance available as of July 1, 2018, to partially meet expenditure appropriations contained in the FYE 2019 Mumford Cove District Fund budget, and be it further

RESOLVED, that the tax rate for taxes due for the Mumford Cove District Fund on July 1, 2018 is hereby established at 0.34 mills per thousand dollars of assessed valuation to raise \$21,043 ($\$21,043 \div \$62,523,482 \div 99.7\% \times 1,000 = 0.34$ mills).

Legislative History

	5/17/2018	Mayor	Referred	Town Council Committee of the W
	6/5/2018	Town Council Committee of the Whole	Recommended for a Resolution	
2018-0137	Establishment of Tax Rate for Groton Sewer District Fund (FYE 2019)			Referral

RESOLUTION ESTABLISHING TAX RATE FOR GROTON SEWER DISTRICT FUND DUE JULY 1, 2018

WHEREAS, the Representative Town Meeting has approved a Groton Sewer District Fund Budget for fiscal year ending June 30, 2019 providing for expenditure appropriations totaling \$803,445, and

WHEREAS, the Town Council estimated cash revenue exclusive of FYE 2019 current property taxes will total \$15,500, now therefore be it

RESOLVED, that \$150,000 is hereby appropriated as fund balance available as of July 1, 2018, to partially meet expenditure appropriations contained in the FYE 2019 Sewer District Fund budget, and be it further

RESOLVED, that the tax rate for taxes due for the Groton Sewer District Fund on July 1, 2018 is hereby established at 0.27 mills per thousand dollars of assessed valuation to raise \$637,945 ($\$637,945 \div \$2,389,556,248$ (excluding motor vehicles) $\div 98.8\% \times 1,000 = 0.27$ mills).

Legislative History

	5/17/2018	Mayor	Referred	Town Council Committee of the W
	6/5/2018	Town Council Committee of the Whole	Recommended for a Resolution	

X. OTHER BUSINESS

XI. ADJOURNMENT

