



# Town of Groton, Connecticut

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Town Manager  
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## Meeting Minutes

### Town Council Committee of the Whole

**Mayor James L. Streeter, Councilors Bruce S. Flax, Bill Johnson, Catherine Kolnaski, Deborah B. Monteiro, Frank O'Beirne, Jr., Deborah L. Peruzzotti, Paulann H. Sheets, and Harry A. Watson**

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Tuesday, August 24, 2010

7:00 PM

Town Hall Annex - Community Room 1

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#### REGULAR MEETING

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1. **CALL TO ORDER**

*Mayor Streeter called the meeting to order at 7:02 p.m.*

2. **ROLL CALL**

Members Present: Mayor Streeter, Councilor Flax, Councilor Kolnaski, Councilor Monteiro, Councilor O'Beirne, Jr. and Councilor Watson

Members Absent: Councilor Johnson, Councilor Peruzzotti and Councilor Sheets

*Also present were Town Manager Mark Oefinger and Executive Assistant Nicki Bresnyan.*

3. **Calendar and Communications**

*The Town Manager noted that the softball game at Dodd Stadium will not be happening this year.*

*Mayor Streeter received a phone call and e-mail noting that former Mayor John Small passed away. Mr. Small was mayor of the Town of Groton from 1969 to 1971. A moment of silence was held.*

4. **Approval of Minutes**

**2010-0180 Approval of Minutes (Committee of the Whole)**

**RESOLUTION ACCEPTING COMMITTEE OF THE WHOLE MINUTES**

RESOLVED, that the minutes of the Town Council Committee of the Whole meeting of July 20, 2010 are hereby accepted and approved.

**A motion was made by Councilor Monteiro, seconded by Councilor Watson, to adopt.**

**The motion carried unanimously**

5. **UNFINISHED BUSINESS**

*None.*

*Councilor Johnson arrived at 7:06 p.m.*

Members Present: Mayor Streeter, Councilor Flax, Councilor Johnson, Councilor Kolnaski, Councilor Monteiro, Councilor O'Beirne, Jr. and Councilor Watson

Members Absent: Councilor Peruzzotti and Councilor Sheets

6. **NEW BUSINESS**

**2010-0176 Results of Operations - FYE 2010**

**Discussed and Recommended no action taken**

*Director of Finance Sal Pandolfo explained the figures being discussed are preliminary and unaudited. Mr. Pandolfo noted that Town Operations has returned \$450,418 to the General Fund for FYE 2010; the Board of Education has returned zero. Mr. Pandolfo reviewed various budget components (Capital Debt Service, Contingency) and indicated that a total of \$781,448 was returned to the General Fund.*

Councilor O'Beirne asked about encumbrances and whether they must be contracted obligations. Mr. Pandolfo stated that for the Town, encumbrances must be associated with a vendor, but he is not sure what the Board of Education's procedures are.

On the revenue side, the Town collected \$782,680 less than projected. State Education Cost Sharing was reduced, but then offset by federal impact aid money. Overall, revenue was \$1.7 million under budget. Fund balance applied was \$781,446, reducing the balance from 7.5% to 7.2%.

The cost savings in Town Operations was primarily attributable to personnel costs.

For FYE 2010, \$280,000 was encumbered by the Town and \$1.2 million was encumbered by the Board of Education. The Town Manager distributed information on Town encumbrances and explained them.

The Council requested a list of encumbrances from the Board of Education.

**2006-0100**

**Thames Street Rehabilitation Study**

**Discussed**

The Thames Street Review Committee has been meeting on a weekly basis. They will need an additional three or four meetings to complete their task. Mayor Popp recently submitted a proposal from Milone & MacBroom for additional engineering work at a cost of up to \$25,000. The Town manager requested authorization to enter into a contract with Milone & MacBroom, using encumbered funds for management studies or possibly some remaining funds from the Thames Street/Bridge Street project.

A motion was made by Councilor Kolnaski, seconded by Councilor Watson, to authorize the Town Manager to sign the agreement with Milone & MacBroom and authorize funds up to \$25,000, with the funding source to be identified in the resolution.

The motion carried unanimously

**2010-0047**

**Parks and Recreation Proposal to Partner with US Paralympics**

**Discussed**

Jerry Lokken, Manager of Recreational Services, explained the proposal to partner with US Paralympics to establish a Paralympics Sports Club to provide programs for people with physical disabilities, especially injured military personnel.

A motion was made by Councilor Watson, seconded by Councilor Kolnaski, that this matter be Recommended for a Resolution.

The motion carried unanimously

**2010-0163**

**Acceptance of Road, Open Space and Drainage Parcel at Mill Pond Subdivision**

A motion was made by Councilor Watson, seconded by Councilor Monteiro, that this matter be Recommended for a Resolution.

The motion carried unanimously

**2010-0179**

**Acceptance of Road, Open Space and Drainage Parcel at Woods Walk Subdivision**

A motion was made by Councilor Watson, seconded by Councilor Monteiro, that this matter be Recommended for a Resolution.

The motion carried unanimously

**2010-0177**

**Appointment of Timothy Pratt to the Jabez Smith House Committee**

A motion was made by Councilor Monteiro, seconded by Councilor Watson, that this matter be Recommended for a Resolution.

The motion carried unanimously

**2010-0166**

**Supportive Housing Program Grant**

A motion was made by Councilor Monteiro, seconded by Councilor Kolnaski, that this matter be Recommended for a Resolution.

The motion carried unanimously

**2010-0169 Utilization of Commercial Solid Waste Fund Balance**

**Discussed**

*This referral was made following the discussion on the commercial solid waste contract. The Solid Waste Fund has a balance of \$1.3 million and there was a thought that it should be used to subsidize commercial solid waste rates. Councilor Johnson distributed information he prepared that would change the way that solid waste collection rates are calculated. Discussion followed on the concept of billing based on projected costs less the average amount returned to the fund balance each year.. Councilors asked for time to review the information and allow Town staff to review it. Councilor O'Beirne asked if there is any guide as to what the Solid Waste Fund balance should be. Councilor Flax suggested providing rebates if the fund balance exceeds the recommendation.*

**2010-0170 Local Vendor Bid Preference**

**Discussed**

*This referral was made as a result of the commercial solid waste contractor discussion. The Town Manager explained the most recent concept about local vendor preference, which allows local vendors to meet the lowest bid. This policy would require an ordinance. Mayor Streeter asked that CCM research the issue with other towns. Councilor Johnson noted that the definition of "local" must be determined. Councilor O'Beirne expressed concern with changing what is currently a very transparent bidding process.*

**2010-0172 FYE 2012 Budget**

**Discussed**

*The Town Manager is once again looking for suggestions from Councilors on the budget. Discussion followed on scheduling a special meeting and inviting department heads in to speak to the Council. Seeking public input and involving the RTM, Board of Education, Groton Long Point and City of Groton in the process were also discussed. The Council decided that a round table discussion should be held by the end of September.*

**7. Consideration of Committee Referral Items as per Town Council Referral List**

*None.*

**8. OTHER BUSINESS**

*The Town Manager noted that the Town is almost ready to go live with Facebook pages for various Town departments. The Town Attorney is currently developing a photo waiver.*

**9. ADJOURNMENT**

*A motion was made by Councilor Kolnaski, seconded by Councilor Watson, to adjourn at 8:15 p.m.*

*The motion carried unanimously.*