

TOWN OF CROMWELL
TOWN COUNCIL
SPECIAL MEETING
WEDNESDAY MARCH 16, 2016
6:45 PM TOWN HALL GYM

RECEIVED FOR FILING
3-23-2016 at 3:08 PM.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

Lisa Lawrence
TOWN CLERK

(Following 6:30 Public Hearing)

CORRECTED MINUTES

(add motion to E.4)

Present: Mayor E. Faienza, Deputy Mayor R. Newton, F. Emanuele, A. Waters,
T. Tokarz, E. Wenners

Absent: S. Slade

Also Present: Captain K. VanderSloot, Health Director W. Bell, Animal Control Officer
C. Gagnon, Town Attorney K. Olson, members of the Public and Press

A. CALL TO ORDER

Mayor Faienza called the Special Meeting to order at 9:10 p.m.

B. APPROVAL OF AGENDA

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried* to approve the agenda.

C. FINANCIAL

1. Tax Refund

No action taken (withdrawn)

D. UNFINISHED BUSINESS

1. Discussion and action to approve Job Descriptions -tabled

Motion made by R. Newton seconded by E. Wenners and *unanimously carried* to remove from the table.

a. Accounting Clerk for Tax and Sewer

Motion made by R. Newton seconded by E. Wenners to approve the Accounting Clerk for Tax and Sewer job description.

Town Manager Salvatore presented the request.

F. Emanuele stated that this item should be tabled so the Council can review the letter that Ms. Kelly, CWPCA Chairman distributed to them this evening.

T. Tokarz inquired why the financial requirements are on the Office Assistants' Job Description and not on the Accounting Clerks'. Town Manager Salvatore stated that Finance Director Sylvester added the financial description to the Office Assistant's description as a plus for any projects that are done by that position when working in the Finance Department. Mr. Salvatore stated that of course the financial requirements could be added to the Accounting Clerk's job description as well.

Motion made by T. Tokarz seconded by R. Newton and *unanimously carried* to amend the Accounting Clerk for Tax and Sewer's job description by adding the

Financial Requirements as stated in the Office Assistant's description;
Bookkeeping, accounting, or finance experience a plus.

Aye: T. Tokarz, A. Waters, E. Faienza, R. Newton, E. Wenners

Nay: F. Emanuele

Main Motion carried as amended

b. Office Assistant/Floater

Town Manager Salvatore informed the Council that this position replaces the full time position that was previously shared by the Town Clerk and Tax Office. The position will be housed in the Manager's Office and assist other departments with projects and provide office coverage as needed. Three part-time positions were cut from the budget as well (from the Town Clerk's Office, the Finance Department and the Building Department).

Motion made by F. Emanuele seconded by A. Waters and *unanimously carried* to approve the Office Assistant job description.

E. NEW BUSINESS

1. Discussion and action to approve applying for 2016 Distracted Driving High Visibility Grant.

Motion made by A. Waters seconded by F. Emanuele and *unanimously carried* to approve applying for 2016 Distracted Driving High Visibility Grant and appropriate \$17,300 from Capital Non-Recurring of which 75% will be reimbursed to the Town.

- a. Authorize Town Manager to sign grant.

Motion made by E. Wenners seconded by R. Newton and *unanimously carried* to authorize the Town Manager to sign the grant.

2. Discussion and action to amend Ordinances. (Town Attorney's explanation of changes attached to minutes)

- a. Chapter 60, Sewer

Motion made by R. Newton seconded by T. Tokarz to amend Chapter 60, Sewer Commission.

The consensus of the Council was to add a filing deadline of June 30th or TBD to the Ordinance. Town Attorney Olson felt that this is a small change to the proposed ordinance and will not have to be re-advertised.

Motion amended by E. Wenners seconded by R. Newton and *unanimously carried* to add a filing deadline June 30th or TBD to the Ordinance.

Main Motion unanimously carried as amended.

- b. Chapter 82, Animals

Motion made by F. Emanuele seconded by A. Waters and *unanimously carried* to Amend Chapter 82, Animals.

- c. Chapter 137, Food Establishments

Motion made by A. Waters seconded by E. Wenners to amend Chapter 82, Animals.

The consensus of the Council was to table and take action along with Chapter 178, Peddling and Soliciting Ordinance when it is discussed.

Motion and second withdrawn

Motion made by R. Newton seconded by A. Waters and *unanimously carried to table.*

d. Chapter 178, Peddling and Soliciting

Motion made by A. Waters seconded by E. Wenners to amend Chapter 178, Peddling and Soliciting.

After a lengthy discussion the consensus of the Council was to exempt Farmer's Market vendors.

Town Attorney Olson was charged to review Chapter 178 and Chapter 137 and make the necessary revisions to exempt Farmer's Market vendors.

Attorney Olson advised the Council that this action may be the cause of law suits from other organizations within the town.

Motion made by R. Newton seconded by A. Waters and *unanimously carried to table.*

3. Authorize Mayor to set time and date for Special Town Meeting to sell 1.90 acre parcel of land at the south end of Main Street identified as Parcel ID 00480800.

No action taken (withdrawn)

4. Discussion and approval to authorize payment of an attorney's bill for the CWPCA.

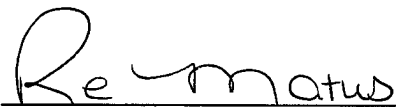
Town Manager Salvatore presented the request. He recommended that the bill of approximately \$2400 that was incurred by the CWPCA for legal services is approved for payment. He and Mayor Faienza met with Chairman A. Kelly and she now understands that they need the Council's approval to hire an attorney.

Motion made by A. Waters seconded by E. Wenners and *unanimously carried to* authorize payment of an attorney's bill of approximately \$2,400 that was incurred by the CWPCA for legal services.

F. ADJOURN

Motion made by F. Emanuele seconded by R. Newton and *unanimously carried to* adjourn the Special Meeting at 10:30 p.m.

Respectfully submitted,



Re Matus
Secretary