



**TOWN COUNCIL
WATERTOWN, CONNECTICUT
TUESDAY, SEPTEMBER 6, 2011
REGULAR MEETING - 7:30 P.M.**

**WATERTOWN HIGH SCHOOL
LECTURE ROOM
324 FRENCH STREET
WATEROWN, CT 06795
MINUTES**

PRESENT: Elaine Adams
Richard DiFederico (arrived 7:32)
Katherine Duplissie
Richard Fusco
Linda Masayda
Raymond Primini, Chairman
Paul Rinaldi
Mary Ann Rosa, Vice Chairman
Thomas Winn

ABSENT:

OTHERS PRESENT: Charles Frigon, Town Manager
Frank Nardelli, Assistant Town Manager/Finance Director

1. Call Meeting to Order

Chairman Primini called the meeting to order at 7:30 p.m.

2. Roll Call

Ms. King executed the roll call.

Pledge of Allegiance

3. Proclamation – Leukemia, Lymphoma & Myeloma Awareness Month

PROCLAMATION

**Recognizing September as Leukemia, Lymphoma and
Myeloma Awareness Month**

WHEREAS, blood cancers currently afflict more than 958,000 Americans with an estimated 137,000 new cases diagnosed each year, and

WHEREAS, leukemia, lymphoma and myeloma will kill an estimated 54,000 people in the United States this year, and

WHEREAS, The Leukemia & Lymphoma Society (LLS), through voluntary contributions, is dedicated to finding cures for these diseases through research efforts and the support for those that suffer from them, and

WHEREAS, The Leukemia & Lymphoma Society maintains an office in Connecticut to support patients with these diseases and their family members in the Town of Watertown, and

WHEREAS, the Town of Watertown is similarly committed to the eradication of these diseases and supports the treatment of its citizens that suffer from them, and

WHEREAS, the Town of Watertown encourages private efforts to enhance research funding and education programs that address these diseases,

NOW THEREFORE BE IT RESOLVED, that the Town of Watertown joins with the Leukemia & Lymphoma Society in designating the month of September 2011 as Leukemia, Lymphoma & Myeloma Awareness Month to enhance the understanding of blood related cancers and to encourage participation in voluntary activities to support education programs and the funding of research programs to find a cure for them.

Dated at Watertown, Connecticut, this 6th day of September, 2011.

Raymond F. Primini, Chairman
Watertown Town Council

4. Public Participation

Chairman Primini noted there is one public participation on the agenda due to a short agenda and anyone who wishes to speak to please stand at the podium.

Al Mickel – 95 Woodvine Avenue

Al Mickel said he is in favor of a second participation there are things that go on during the meeting that might encourage another discussion so he sees no reason to ever leave it off.

Elaine Adams – 18 Hadley Street

Elaine Adams said she has two items she would like to comment on tonight. The first one being again our Finance Director, Frank Nardelli has received an 18th award for excellence. The second item I want to address concerns an article that I read in the Waterbury paper where a council member basically attacked our Chairman and most importantly our Town Manager. The issues I have with this if you want to go over own party, it is not the first time it has happened but I do believe it was unfounded with our Chairman. However when it comes to our Town Manager to lay down unproven inflammatory remarks about him is just unfair and I really wish we would just stop this right now. I have known Mr. Frigon to be open and honest and I have never ever seen him do anything that would rise to that level of accusations in the newspaper. I do think that goes for all of our department heads and town employees if there is an issue sit down and talk to him, don't go right to the press I just thought that was so wrong on so many levels thank you.

5. Minutes

a. Regular Meeting – August 15, 2011

(Mary Ann Rosa sec. Richard Fusco) I move to approve the Regular Meeting minutes dated August 15, 2011.

Aye: 8 Adams, DiFederico, Fusco, Masayda, Primini, Rinaldi, Rosa, Winn

Nay: 0

Abstain: 1 Duplissie

Motion passes

b. Special Meeting – August 22, 2011

(Mary Ann Rosa sec. Richard DiFederico) I move to approve the Special Meeting minutes dated August 22, 2011.

Motion passes unanimously

6. Chairman's Report

a. Correspondence

1. Letter from Robert P. Alex, Dated August 15, 2011 along with a petition regarding tax exemptions for Farm Buildings. Chairman Primini asked to table this for the next meeting and read the letter.

Elaine Adams could we find out what other communities are doing on this.

- b. Government Finance Officers Association Certificate of Achievement for Excellence in Finance Reporting – Frank J. Nardelli, Jr., Finance Director

Chairman Primini read the letter

Frank Nardelli thanked the Finance Department, the Town Manager and especially the Town Council for helping us out in this direction.

7. Subcommittee Reports

Ordinance Committee: will have a meeting on Thursday at 7:00 p.m. in the Conference Room at Heminway regarding fees and building on unaccepted streets.

8. Town Manager's Report

- Mr. Frigon commended Mr. Nardelli on the Certificate of Achievement Award and for his professional & ethical standards and it has been a pleasure working with him.
- A memorial service will held for the 10th Annual Remembrance of September 11, 2011 at WHS at 5:00 p.m.
- Municipal Hall Complex has met the deadline with the offices of Planning & Zoning, Building Inspection and Health Department successfully moved in and thanked all staff for their hard work.
- Mr. Frigon reviewed the pre-planning and preparations done for Hurricane Irene and thanked all departments involved for their work. Mr. Frigon noted difficulties with communications between CL&P, the office and residents regarding where the outages are and will improve from lessons learned. FEMA has done a survey of the town and will be offering public assistance, individual assistance and SBA loans and there will be an update on the website.

9. New Business.

a. Consider adoption of non-organized Salary Guide.

(Mary Ann Rosa sec. Richard DiFederico) I move to approve the adoption of the non-organized Salary Guide as presented.

Richard Fusco I believe that 9a should have been brought before the finance subcommittee before the vote so we can review it. To see what the increase is going to be and what effect it is going to have on the town and then as a council we can all have a discussion that is what the subcommittee is suppose to do.

Chairman Primini after a discussion with the Town Manager and Vice Chairman it was called to our attention that everyone has not received a raise in 3 years. The problem in reviewing this was that there are some inequities with subordinates under some of the other people and the best case was the Police Department. The Lieutenant's salary is getting very close to the Deputy's salary and to me that is unfair. That was my reason for putting this on the agenda, I do agree with you Rich but I would like to have everybody's opinion.

Elaine Adams I really like this idea where it is all spelled out exactly where we are with the different steps. What Mr. Fusco has said, my understanding is that as part of the budget that passed the first time back in May or June the raises were in there. The only question that I have on this has to do with the Director of Recreations and the Director of Parks being separated by a labor grade. It appears to me that those positions are on the same labor grade and should be paid the same. I don't think there should be a difference there and both of them carry equal responsibilities in what they do.

Frank Nardelli you can amend the motion to change that particular level.

Katherine Duplissie is step one the current salaries.

Charles Frigon step one would be the raise that they would receive as of September 1st and step one right now we have the funding in place.

Frank Nardelli it is 2½ % on a fiscal year basis.

Mary Ann Rosa I like approving it at this time of the year because we are taking out of the budgetary argument that we frequently encounter as we get towards the end of the fiscal year or when we get near contract times. It shouldn't be a political issue; it shouldn't have anything to do with anything other than rewarding appropriate individuals what we can afford to give them. We haven't given them an increase in many years and I don't think there is any excuse to delay implementing a salary guide that will show us where we want to go. It is a one step situation where people that haven't had a raise in a number of years and I have been a strong advocate of no raises because I believe in this economy it isn't something that we can afford to do, but there does come a time when it is appropriate and that time if after the people have approved the money already, which is now. The budget is approved the money is there and so I believe it is appropriate to approve this guide.

Richard Fusco I think the finance subcommittee should review this so that the taxpayers know what is happening and we can give them an actual number, the percentage and so forth. That is my feeling and I really do believe that should be done. It is not political; it's saving money if we have to.

Paul Rinaldi the money has already been voted on in the budget so the public has to be well aware of what is going on. I don't think this is any slight of hand and I think these raises are long over due and I think they should be given to them ASAP.

Thomas Winn in the years of experience 9 to 11 where are these steps going to continue as the years go on, when someone gets hired, the Water & Sewer Superintendent do they get this step after 34.5 years..

Charles Frigon no, the system we have in place now is that you have your budgetary number and say that we pay the Water & Sewer Superintendent \$40,000 a year, that is what is budgeted that is what is in there when that person retires it is still in the budget. Now we are saying that with x amount of years of longevity you're at this step so this is what you would get paid. So obviously now when the budget is not driving it but this guide is driving it. So in the future the Water & Sewer Superintendent leaves, we don't pay the \$40,000 but we pay something that we determine that is going to be less than based on their years of experience, so there is a good benefit to that.

Elaine Adams what works very well too are pay ranges sometimes work very well to set that up with this job is between this and this. An entry level person comes in and you say this is what it is or if you have somebody you comes in and has a ton of experience you obviously are not going to start with the bottom and this does give you some flexibility with that.

Richard Fusco could you tell us what the percentage would be on the increase for each one.

Frank Nardelli on a fiscal year basis for this year it would be 2½% and that is approximately \$26,000 for the year.

Katherine Duplissie what about 2012?

Frank Nardelli it would be \$30,000 for 2012-2013. We did 2½% because it is effective September 1st if we went back to July 1st it would be a 3% on a fiscal year basis.

Mary Ann Rosa I don't think anyone in the audience has the guide but I think we need to point out something that I saw right away when I looked at this for those of you that might now have it. There is a glaring number for the Town Manager that his salary is less than the Chief of Police and will remain less and I think that is something that is totally inappropriate. It is something we have deal with at the time that it is appropriate. I think we need to point out that he is managing a municipality and employees and making less money than some of them. He deserves a pat on the back for doing for what he is doing it.

Raymond Primini the reason why the Town Manager is not included is this by charter we cannot give the Town Manager a raise until the month of June. This is something that is going to have to be addressed in next year's budget and I believe the date we have to have it in is by June 30th.

Charles Frigon that is correct.

Aye: 8 Adams, DiFederico, Duplissie, Masayda, Primini, Rinaldi, Rosa, Winn
Nay: 1 Fusco
Abstain: 0

Motion passes

(Elaine Adams sec. Linda Masayda) amend the motion to put the Director of Recreation from position 6 to a position 7 on the salary guide.

Richard Fusco on the amendment it goes through the subcommittee we would straightened out these problems. We are shooting haphazardly here and we are just spending like it is going out of style. Not that they don't deserve it, I think they all deserve it and I know what they do for a living, I know how hard it is but it should go to the subcommittee first. This is something that I don't agree on and I think we should be...

Elaine Adams it already went through your subcommittee during the review process it was in there. It was not anything that was put in after it was on the finance subcommittee's budget that came out with the 3% raises and we are looking to give 2½ %...

Richard Fusco I never saw this on the subcommittee's agenda. This is the first time I am seeing this.

Linda Masayda I was on the subcommittee for finance and I clearly recall Chuck pointing out all these increases. There is no someone pulling the wool over our eyes.

Aye: 8 Adams, DiFederico, Duplissie, Masayda, Primini, Rinaldi, Rosa, Winn
Nay: 1 Fusco
Abstain: 0

Motion passes

- b. Consider a resolution authorizing the Town Manager to sign an Agreement between the State of Connecticut and the Town of Watertown for the Development of Contract Plans, Specifications and Estimates in Connection with the Rehabilitation of the Skilton Road Bridge (Bridge No. 4408) over the Nonewaug River utilizing Federal funds from the Highway Bridge Program.**

(Mary Ann Rosa sec. Richard Fusco) I move to approve a resolution authorizing the Town Manager to sign an Agreement between the State of Connecticut and the Town of Watertown for the Development of Contract Plans, Specifications and Estimates in Connection with the Rehabilitation of the Skilton Road Bridge (Bridge No. 4408) over the Nonewaug River utilizing Federal funds from the Highway Bridge Program.

Charles Frigon this is an agreement that the town signs with the State of Ct for the design engineering and cost estimates for the rehabilitation if not reconstruction of the Skilton Road Bridge. The town is paying 20% and the federal government is paying 80%. At some point in the future you will find if approved it will be on your agenda for a public hearing where the town actually appropriates the full amount in its reimbursement process. So once we agree to sign this with the State of Ct, the State of Ct then goes through the engineering firm of Haestead they finalize the engineering contract and it will come back and have a better number on this for an appropriation which we will be reimbursed 80%.

Katherine Duplissie how long is this whole process going to take?

Charles Frigon it is a lengthy process, this now goes back to the state, the state now negotiates the contract with the engineering firm and then the engineering firm once authorized begin their work. So you are looking at a good year before we have some tangible information back from the engineering firm.

Katherine Duplissie so we are talking 2 or 3 years before anyone sets foot on the bridge.

Charles Frigon before they start any construction that is correct.

Motion passes unanimously

c. Consider approving Explanatory Text for the Charter Revision referendum questions.

(Mary Ann Rosa sec. Richard DiFederico) I move to approve the proposed Explanatory Text for the Charter Revision questions for the Referendum to be held on November 8, 2011.

Elaine Adams is it possible the explanatory text some of it references sections of the charter to put a line on here for more information to go to the website that the full report is where you can get information.

Charles Frigon we have talked about that in the office we are going to make the charter more accessible to more people rather than going through the system we have now. We are going to put it right there up in front and make it very accessible so people wanting to know what the sections are they will find it very easily.

Motion passes unanimously

d. Consider a resolution authorizing the transfer of funds for Fiscal Year 2010-2011

(Mary Ann Rosa sec. Katherine Duplissie) I move to approve the resolution authorizing the transfer of funds for Fiscal year 2010-2011.

RESOLUTION

WHEREAS, expenses in the 2010-11 fiscal year require the transfer of funds:

NOW THEREFORE BE IT RESOLVED, by vote of the Watertown Town Council, that the following actions are taken relative to the transfer of funds:

GENERAL FUND – MISC. NON-TOWN

AMOUNT: \$6,548 NO: 1
FROM: 010-50720-043-0535 – Town Clerk to State
TO: 010-50720-043-1596 – DEP Environmental Review
REASON: Additional funds required

GENERAL FUND – MISC. NON-TOWN

AMOUNT: \$1,342 NO: 2
FROM: 010-50339-043-2122 – Greater Wtby. Transit
TO: 010-50341-043-0102 – Tax Refund
REASON: Additional funds required

GENERAL FUND – EMPLOYEE BENEFITS

AMOUNT: \$1,452 NO: 3
FROM: 010-50243-042-0000 – Disability Insurance
TO: 010-50232-042-0000 – Life Insurance
REASON: Additional funds required

GENERAL FUND – COMMUNICATIONS

AMOUNT: \$3,224 NO: 4
FROM: 010-50130-025-0000 – Overtime
TO: 010-50329-025-0000 – Training – Mtgs. w/o Travel
REASON: Additional funds required

GENERAL FUND – POLICE DEPARTMENT

AMOUNT: \$1,592 NO: 5
FROM: 010-50418-021-0000 – Oil & Lubricants
TO: 010-50319-021-0000 – Vehicle Maint.
REASON: Additional funds required

GENERAL FUND – POLICE DEPARTMENT

AMOUNT: \$3,777 NO: 6
FROM: \$1,649-010-50350-020-0000 – Criminal Investigation
\$2,115 – 010-50335-020-0000 – Laundry & Cleaning
\$ 13- 010-50331-020-0000 – Photographic Service

TO: 010-50349-020-0000 – Travel – Investigations
REASON: Additional funds required

GENERAL FUND – POLICE DEPARTMENT

AMOUNT: \$1,486 NO: 7
FROM: 010-50510-014-1683 – Town Hall Improvements
TO: 010-50326-019-0000 – Telephone
REASON: Additional funds required

GENERAL FUND – PUBLIC BUILDINGS

AMOUNT: \$2,182 NO: 8
FROM: 010-50325-014-0000 – Utilities & Gas
TO: 010-50324-014-0000 – Utilities & Water
REASON: Additional funds required

GENERAL FUND – PUBLIC BUILDINGS

AMOUNT: \$24,541 NO: 9
FROM: \$11,337-010-50323-034-0000 – Utilities - Electric
\$ 6,534 – 010-50322-014-0000 – Rentals
\$ 6,670 – 010-50325-014-0000 – Utilities – Fuel Oil & Gas
TO: 010-50323-014-0000 – Utilities & Electric
REASON: Additional funds required

GENERAL FUND – ELECTIONS

AMOUNT: \$2,565 NO: 10
FROM: 010-50310-007-0000 – Prof & Tech
TO: 010-50330-010-0000 – Printing & Binding
REASON: Additional funds required

GENERAL FUND – FINANCE

AMOUNT: \$1,892 NO: 11
FROM: 010-50334-041-0000 – Legal & Fiscal
TO: 010-50334-004-0000 – Legal & Fiscal
REASON: Additional funds required

GENERAL FUND – PUBLIC BUILDINGS

AMOUNT: \$12,638 NO: 12
FROM: 010-50325-014-0000 – Utilities & Gas
TO: 010-50326-014-0000 - Telephone
REASON: Additional funds required

GENERAL FUND – PUBLIC WORKS

AMOUNT: \$5,002 NO. 13
 FROM: \$3,211 – 010-50332-030-0000 – Maint. Agreements
 \$1,791 – 010-50325-023-0000 – Utilities – Fuel Oil
 TO: 010-50310-030-0342- Design/Inspection Fees
 REASON: Additional funds required

GENERAL FUND – MISC CENRAL

AMOUNT: \$8,700 NO. 14
 FROM: 010-50340-040-1360 – Insurance – Auto
 TO: 010-50340-040-1359 – Insurance – Package
 REASON: Additional funds required

WAGE & SALARY ADJUSTMENTS FOR FY 2010-2011

| | | |
|---------------------|------------------------------|--------|
| GENERAL FUND | NO: 15 | |
| FROM: | | |
| 010-50419-032-0000 | Sand & Salt | 59,966 |
| 010-50210-042-0000 | Social Security | 24,527 |
| 010-50120-042-0270 | Medicare | 6,819 |
| 010-50220-042-0000 | Employee Retirement | 38,967 |
| 010-50110-020-0055 | Patrol Sergeants | 45,581 |
| 010-50110-020-0057 | Patrol Officer | 13,201 |
| 010-50160-043-0000 | Police Special Duty Non Town | 11,780 |
| 010-50225-042-0000 | Severance Sick-Vacation | 30,000 |
| 010-50155-020-0000 | Police Holiday Pay | 5,330 |
| 010-50155-025-0000 | Communication Holiday Pay | 5,240 |
| 010-50110-039-0000 | Sr. Center Director | 22,984 |
| 010-50110-006-0021 | Assistant Tax Collector | 2,080 |
| 010-50110-006-0038 | Bookkeeper 1 Tax Office | 3,792 |
| 010-50110-007-0042 | Secretary I Assessor Office | 4,000 |
| 010-50125-010-0040 | Clerk Registrars Office | 2,700 |
| 010-50110-023-0074 | Asst. Animal Control Officer | 1,506 |
| TO: | | |
| 010-50110-002-0001 | Town Manager | 1,997 |
| 010-50110-002-0047 | Executive Secretary | 1,103 |
| 010-50110-004-0003 | Asst TM/Finance Director | 1,826 |
| 010-50110-004-0009 | Data Processing Coordinator | 1,321 |
| 010-50110-004-0012 | Purchasing Agent | 1,035 |
| 010-50110-004-0144 | Asst. Finance Director | 1,092 |
| 010-50110-006-0016 | Tax Collector | 28,560 |

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| | | |
|--------------------|------------------------------|--------|
| 010-50110-007-0002 | Assessor | 1,480 |
| 010-50110-009-0016 | Town Clerk | 1,231 |
| 010-50125-010-0065 | Election Workers | 4,936 |
| 010-50110-011-0019 | Zoning Enforcement Officer | 1,421 |
| 010-50110-011-0177 | Asst. Zoning Officer | 1,042 |
| 010-50110-014-0142 | Building Maintainer | 1,083 |
| 010-50110-015-0005 | Building Official | 1,209 |
| 010-50110-015-2110 | Administrative Assistant | 1,514 |
| 010-50110-016-2298 | Deputy Fire Marshall | 1,072 |
| 010-50110-016-2299 | Fire Chief/Fire Marshall | 1,842 |
| 010-50120-017-0069 | Volunteer Firefighters | 4,149 |
| 010-50110-019-0006 | Chief of Police | 2,028 |
| 010-50110-019-0042 | Secretary I | 1,264 |
| 010-50110-019-0176 | Deputy Police Chief | 1,688 |
| 010-50130-019-0000 | Overtime | 1,103 |
| 010-50110-020-0056 | Police Dept./Detectives | 1,951 |
| 010-50110-020-1822 | Lieutenants | 5,599 |
| 010-50130-020-0000 | Overtime/Patrol Officers | 22,924 |
| 010-50120-023-1430 | PT Animal Ctrl. Officer | 6,012 |
| 010-50120-025-0075 | Communication Center PT | 7,268 |
| 010-50125-029-0000 | Temp Salaries/Social Service | 21,635 |
| 010-50110-030-0011 | Director of Public Works | 1,846 |
| 010-50110-030-0013 | Town Engineer | 1,513 |
| 010-50110-030-0033 | Engineer Tech II | 2,163 |
| 010-50110-030-0034 | Engineer Tech I | 1,880 |
| 010-50110-030-0122 | Asst. Town Engineer | 1,239 |
| 010-50110-031-0024 | Highway Superintendent | 1,380 |
| 010-50110-031-0046 | Highway Personnel | 46,499 |
| 010-50130-032-000 | Snow Overtime | 34,779 |
| 010-50110-036-0049 | Working Foremen/Parks | 1,110 |
| 010-50110-037-1768 | Recreation/Director of Rec | 1,428 |
| 010-50125-037-0000 | Temp. Salaries/Recreation | 2,292 |
| 010-50110-040-2395 | Data Processing Assistant | 1,042 |
| 010-50160-043-0000 | Police Special Duty Town | 51,917 |

GENERAL FUND – MISC CENTRAL

AMOUNT: \$4,101 NO: 16
 FROM: 010-50340-040-1361 – Insurance – Liability
 TO: 010-50340-040-1362 – Insurance – Umbrella
 REASON: Additional Funds required.

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GENERAL FUND – EMPLOYEE BENEFITS

AMOUNT: \$19,420 NO. 17
FROM: 010-50220-042-0000 – Employee Retirement
TO: 010-50242-0420000 – Unemployment Comp.
REASON: Additional funds required.

GENERAL FUND – MISC NON-TOWN

AMOUNT: \$7,792 NO: 18
FROM: 010-50720-043-0535 – Town Clerk TO State
TO: 010-50341-043-0104 – Probate
REASON: Additional funds required.

Dated at Watertown, Connecticut this 6th day of September 2011.

Raymond Primini, Chairman
Watertown Town Council

Discussion: none

Motion passes unanimously

10. Adjournment.

Motion: (Mary Ann Rosa sec. Richard DiFederico) to Adjourn the Regular Meeting at time 8:15 p.m.

Discussion: none

MOTION PASSED UNANIMOUSLY

Raymond F. Primini, Chairman
Watertown Town Council

Susan King, Clerk