

AGENDA

(Session 2016-12)

MONROE TOWN COUNCIL Monroe, Connecticut

Monday, June 13, 2016 ~ 8:00 P.M. ~ Council Chambers

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. CONSENT CALENDAR

- A. Motion to approve the minutes and voting record of the Town Council Meeting held on May 23, 2016 (Session 2016-11).
- B. Request for Refunds dated June 1, 2016 totaling \$2,064.18.
- C. Donation to the Edith Wheeler Memorial Library in the amount of \$200.00.
- D. Donation to the Sprint for Monroe in the amount of \$300.00.
- E. Donation to the Volunteer Emergency Medical Service in the amount of \$600.00.
- F. Donation to Parks and Recreation in the amount of \$750.00.
- G. Reappointments:
 - **Vivian Capoccitti, (D)** of 157 Highland Drive to the Commission on Aging for a term ending July 2, 2019

IV. COMMUNICATIONS

- A. Memo from Town Council Strategic Planning Committee Chair and Town Council Chair to Director of Parks and Recreation dated May 11, 2016 regarding the Chalk Hill Building.
- B. Memo from WMNR Station Manager to Town Council Chair dated May 20, 2016 regarding the WMNR FY2017 proposed budget.
- C. Memo from the Library Director to Town Council dated May 23, 2016 regarding a donation to the library.
- D. Memo from Parks and Recreation Department to Town Council dated May 24, 2016 regarding a donation to Parks and Recreation Department.
- E. Memo from Sprint for Monroe Race Director to Town Council received May 31, 2016 regarding a donation.
- F. Memo from the Tax Collector to Town Council Chairman dated June 1, 2016 regarding the Request for Refunds totaling \$2,064.18.
- G. Memo from the First Selectman to the Town Council Chair dated June 8, 2016 regarding the 2016 United Way Neighbors Helping Neighbors Grant Award for the Food Pantry.
- H. Memo from the First Selectman to the Town Council Chair dated June 8, 2016 regarding the State of Connecticut Department of Transportation Matching Grant Award for the Senior Center.
- I. Memo from the First Selectman to the Town Council Chair dated June 8, 2016 regarding the ADAM Grant Award for Social Services.

- J.** Memo from the First Selectman to the Town Council Chair dated June 8, 2016 regarding the Monroe Lions Club Grant Award for Social Services.
- K.** Letter of Opinion from the Town Attorney to the First Selectman with a copy to the Town Council Chair dated June 8, 2016 regarding the Stepney Elementary School Tank Removal Contract.
- L.** Memo from the First Selectman to the Town Council Chair dated June 8, 2016 regarding donations to the Sprint for Monroe, Parks and Recreation Department, the Edith Wheeler Memorial Library and the Volunteer Emergency Medical Service.
- M.** Memo from the Director of Health with a copy to the Town Council Chair dated June 8, 2016 regarding a Transfer of Funds.
- N.** Memo from the Director of Health to the First Selectman with a copy to Town Council Member dated June 8, 2016 regarding Health Department Intern Agreement and MOU with the Town of Trumbull Health Department.
- O.** Memo from the First Selectman to the Town Council Chair dated June 9, 2016 regarding the Health Department Transfer of Funds Resolution.
- P.** Memo from the First Selectman to Town Council Chairman dated June 9, 2016 regarding a reappointment to the Commission for Aging.
- Q.** Memo from the First Selectman to the Town Council Chair dated June 9, 2016 regarding the job description for a Part Time Front Desk position at the Senior Center.
- R.** Memo from the First Selectman to the Town Council Chair dated June 9, 2016 regarding the job description for a Part Time Tax Clerk in the Tax Collector's office.
- S.** Supplemental Letter of Opinion from the Town Attorney to the First Selectman with a copy to the Town Council Chair dated June 10, 2016 regarding the Stepney Elementary School Tank Removal Contract.

V. PUBLIC PARTICIPATION

VI. APPOINTMENTS

VII. ACTION ITEMS

- A.** Town Council Committee on Finance, Education, Health & Public Safety Matters
- B.** Town Council Committee on Planning & Zoning, Public Works and Parks & Recreation Matters
- C.** Town Council Committee on Legislative & Administrative Matters
- D.** Strategic Planning Committee
- E.** EMS Facility Workgroup
- F.** First Selectman's Update

VIII. UNFINISHED BUSINESS

- A.** Health Department Fee Schedule

IX. NEW BUSINESS

- A.** Part Time Senior Center Front Desk Job Description
- B.** Part Time Tax Clerk Job Description
- C.** 2016 United Way Neighbors Helping Neighbors Grant Award

- D. State of Connecticut Department of Transportation Matching Grant Award for Elderly and Disabled Transportation Services
- E. ADAM (Alcohol and Drug Awareness of Monroe) Grant Award
- F. Monroe Lions Club Grant Award
- G. Stepney Elementary School Tank Removal Contract
- H. WMNR FY2017 Budget
- I. Health Department Transfer of Funds Resolution
- J. MOU by and between the Monroe Health Department and Trumbull Health Department
- K. Agreement by and between Monroe Health Department and Sacred Heart University

X. PUBLIC PARTICIPATION

XI. ADJOURNMENT

This meeting meets accessibility requirements for the disabled. Those persons requiring special accommodations should contact the First Selectman's Office as soon as possible (203) 452-2821.

<p>GUIDELINES FOR PUBLIC PARTICIPATIONS</p> <p>Welcome to the Monroe Town Council Meeting.</p> <p>The following guidelines are to assist those who wish to speak during the Public Participation Sessions: The Council welcomes public participation and asks that speakers please limit their comments. Observers are always welcome. State your name and address for the record. Speakers may offer objective comments that concern them. The Town Council will not permit any expression of personal complaints or defamatory comments about Town Council members nor against any person connected with the Town of Monroe or any other individual, firm or corporation. There will be no response to comments related to pending litigation. The Town Council Chairman has the discretion to limit comment time. Generally, three (3) minutes per speaker is allotted. The Chair may allow additional time. Written statements are always welcome and are always provided to Town Council members. Immediate replies to questions/concerns should not be expected (Chairman's discretion).</p>
<p>Second Public Participation is an opportunity to make comments or ask questions on those unresolved items in our agenda that are under Unfinished Business or New Business.</p> <ol style="list-style-type: none"> 1. 3 minute limit per speaker 2. 21 minutes total for second public participation 3. Comments or questions have to be on unresolved items in our agenda under Unfinished Business or New Business for that meeting (this will give Council the opportunity to consider, discuss or answer in a subsequent Town Council meeting aforementioned items) 4. No member may speak on the same information that they spoke on during the first public participation (all information must be new) 5. Does not apply to special or emergency meetings
<p>ALL CONDITIONS ARE SUBJECT TO DISCRETION OF THE CHAIR</p>