

**MONROE TOWN COUNCIL
Monroe, Connecticut
DRAFT MEETING MINUTES**

November 23, 2015– 8:00 PM – Council Chambers

Present: Chairman Frank Lieto
Vice Chairman Enid Lipeles
Councilmember Deborah Heim
Councilmember Phyllis Kansky
Councilmember Nicholas Kapoor
Councilmember Kenneth Kellogg
Councilmember Dee Dee Martin
Councilmember Sean O'Rourke
Councilmember Terry Rooney

Absent: Councilmember Kevin Reid

Also Present: First Selectman Stephen J. Vavrek

A regular meeting of the Monroe Town Council was held on Monday, November 23, 2015 at 8:00 p.m. in the Council Chambers of the Monroe Town Hall.

ELECTION OF TEMPORARY CHAIRMAN OF TOWN COUNCIL

Motion: (E. Lipeles)

To elect Frank Lieto temporary Chairman of Town Council.

Second: (K. Kellogg)

Discussion: Vice-Chairman Lipeles stated Mr. Lieto has been doing an excellent job as Chairman for the year.

Motion passed 8-0

ELECTION OF CHAIRMAN OF THE TOWN COUNCIL

Motion: (E. Lipeles)

To elect Frank Lieto as Chairman to the Town Council.

Second: (K. Kellogg)

Discussion: Vice-Chairman Lipeles stated Mr. Lieto has been doing an excellent job as Chairman for the year, and would like to see him as Chairman this year.

Motion passed 8-0

ELECTION OF VICE CHAIRMAN OF THE TOWN COUNCIL

Motion: (K. Kellogg)

To elect Enid Lipeles as Vice-Chairman of the Town Council.

Councilmember Kapoor stated he would like to elect Dee Dee Martin as Vice-Chairman of the Town Council.

Discussion: Councilmember Kapoor noted Ms. Martin has served the Town of Monroe dutifully for over 30 years and she will be completing her 21st term as a member of this Town Council, noting she also served on the Parks and Recreation Commission for 10 years. Councilmember Kapoor felt the need for bi-partisan leadership noting a member of the minority party placed in leadership can have all members of this Council the relevant information for a topic all at the same time. He feels Ms. Martin would make an excellent Vice-Chairman. Chairman Lieto also noted Ms. Martin has been an asset to the Town Council.

Motion: (E. Lipeles)

To elect Dee Dee Martin as Vice-Chairman of the Town Council.

Second: (P. Kansky)

Motion fails 3-5 (*opposed Kellogg, Rooney, O'Rourke, Lieto, Lipeles*)

Motion: (K. Kellogg)

To elect Enid Lipeles as Vice -Chairman of the Town Council.

Second: (S. O'Rourke)

Discussion: Councilmember Kellogg feels Ms. Lipeles has served the Town Council in an exemplary fashion and he is confident she will serve the Council well.

Motion passed 8-0

AMEND AGENDA

Motion: (E. Lipeles)

To add Item G under New Business, Transfer the Trumbull Monroe Health District (TMHD) Surplus to a reserve account.

Second: (K. Kellogg)

Motion passed 8-0

Motion: (E. Lipeles)

To add Item H under New Business, Jacunski Humes Architects, LLC to process Invoice #15295.

Second: (K. Kellogg)

Motion passed 8-0

CONSENT CALENDAR

Councilmember Kapoor requested the minutes be removed from the Consent Calendar so that he may be able to abstain from the approval as he was not a member of the Town Council during that meeting.

Motion: (F. Lieto)

To move Item A, from the Consent Calendar, Motion to approve the minutes and voting record of the Town Council meeting held on November 9, 2015 (Session 2015-19), and move to New Business under Item I.

Second: (E. Lipeles)

Councilmember Kapoor requested the reappointment of Jennifer Aguilar, (U) of 32 Surrey Lane to the Youth Commission for a term ending October 12, 2017 be removed from the Consent Calendar and be put under Appointments, Item A.

Motion: (F. Lieto)

To remove Jennifer Aguilar, Reappointment from the Consent Calendar to IX, Appointments, Item A.

Second: (E. Lipeles)

Donation to the Police Department in the amount of \$10.00

Donation to the Volunteer Emergency Medical Service in the amount of \$100.00

Donations to Project Warmth in the amount of \$1,250.00.

Donations to the Food Pantry in the amount of \$1,389.45.

REAPPOINTMENTS

Patty Ulatowski, (D) of 71 Old Zoar Road to the Anti-Blight Board of Appeals for a term ending February 4, 2016.

Jan Larsen, (D) of 11 Redcoat Lane to the Board of Assessment Appeals for a term ending November 30, 2018.

Mary Provenzano, (D) of 358 Wheeler Road to the Housing Authority for a term ending October 31, 2017.

Jerry Isleib, (D) of 53 Cedar Lane to the Lake Zoar Authority for a term ending November 8, 2018.

Pat Shea, (D) of 294 Barn Hill Road to the Library Board for a term ending November 30, 2021.

Kathy Stevens, (D) of 14 Doris Drive to the Library Board for a term ending November 20, 2021.

Lauren Mary Gotimer, (D) of 13 Meadow Brook Drive to the Youth Commission for a term ending October 12, 2017.

Kelly Plunkett, (D) of 34 Kettle Creek Lane to the Youth Commission for a term ending October 12, 2017.

The Consent Calendar was passed unanimously as amended.

COMMUNICATIONS

Memo from the Town Clerk to Town Council Chairman dated November 17, 2015 regarding a Term Ending Date Correction for an Economic Development Commissioner.

Memo from the First Selectman to Town Council Chairman dated November 19, 2015 regarding reappointments to various Boards and Commissions.

Memo from the First Selectman to Town Council Chairman dated November 19, 2015 regarding donations to the Food Pantry.

Memo from the First Selectman to Town Council Chairman dated November 19, 2015 regarding donations for Project Warmth.

Memo from the First Selectman to Town Council Chairman dated November 19, 2015 regarding donations to the Social Services Friendship Fund.

Memo from the First Selectman to Town Council Chairman dated November 19, 2015 regarding a donation to the Police Department.

Memo from the First Selectman to Town Council Chairman dated November 19, 2015 regarding donations to the Volunteer Emergency Medical Service.

PUBLIC PARTICIPATION - None

APPOINTMENTS

Motion: (E. Lipeles)

To reappoint Jennifer Aguilar, (U) of 32 Surrey Lane to the Youth Commission for a term ending October 12, 2017.

Second: (S. O'Rourke)

Discussion: Councilmember Martin respectfully requested a concern (not on the person) but on the process. She strongly feels it is important to stress this matter of spirit of bi-partisanship but most importantly, her deep concern about minority representation. She noted this was previously discussed by Ms. Aguilar to remove herself from the party and become an unaffiliated voter, noting to ask a minority to lose a seat and have a member sit in a seat by their own admission does not represent the Democratic Party and is difficult to support. Councilmember Martin stated minority representation was established for this reason and the loss of this seat is troubling. Councilmember Martin wanted to reiterate that her thoughts on this matter were strictly on the process and not on the person.

Motion passed 5-3

ACTION ITEMS

Town Council Committee on Finance, Education, Health & Public Safety Matters

Councilmember Kellogg reported the Board of Health held a special meeting on November 19, 2015 and discussed a wide variety of matters including grants. He stated the EMS Commission, due to lack of quorum, did not meet. Councilmember Kellogg also noted Captain Michael Flick, from the Monroe Police Department will be resigning in January.

Town Council Committee on Planning & Zoning, Public Works and Parks & Recreation Matters

Councilmember O'Rourke reported his sub-committee has not met. He also noted the Parks and Recreation meeting was cancelled this month and the underground storage tanks are ongoing and on schedule. Councilmember Kansky reported Inland/Wetlands had hearings on 224 Guinea Road, 52 Whispering Pine Road, 28 Purdy Hill Road, 1427 Monroe Turnpike, and 64 Cambridge Drive.

Town Council Committee on Legislative & Administrative Matters

Vice-Chairman Lipeles reported all the ordinances were revised and discussed and will be going to a vote tonight.

Trumbull/Monroe Health District

Chairman Lieto stated Raymond Knapp was the Chairman on this matter. First Selectman Vavrek stated everything in the building has been formally removed. He also wanted to take the time to thank Councilmember Kellogg and the Committee for getting things done. Councilmember Martin questioned at the last Town Council meeting, the Town Attorney commented on an unemployment claim. Chairman Lieto noted the Trumbull Health District still remains on the agenda for the purpose of Attorney Fracassini to give updates with the hopes of a resolution being resolved.

Strategic Planning Committee

Councilmember Kellogg stated they have not met since the last Town Council meeting. He noted a meeting is scheduled for December 3, 2015 at 6:00 p.m. to discuss zoning matters related to the existing Chalk Hill facility.

EMS Facility Workgroup

Councilmember Kellogg stated a special meeting was held last Thursday primarily to move forward on the needs assessment that was completed by the consultant and the document is referred to the EMS Commission for their input.

First Selectman's Update

First Selectman Vavrek stated he is thankful for the professionalism of the Monroe Town Hall staff, especially the Land Use Department. He wanted to make sure people that do live and work in this town be heard with their concerns, and he wants citizens to come to his office to discuss any of their needs. He also wanted to commend Councilmember Kapoor for frequently coming to his office and express his ideas and concerns, noting opinions will be heard.

UNFINISHED BUSINESS

Town of Monroe Section 401 (a) Money Purchase Pension Plan

Motion: (E. Lipeles)

To adopt an ordinance to establish a Section 401(a) Money Purchase Pension Plan.

Second: (N. Kapoor)

Discussion: Chairman Lieto noted this ordinance remained unchanged with no comment from the Public.

Motion passed 8-0

Other Post Employment Benefits Trust ("OPEB TRUST")

Motion: (E. Lipeles)

To adopt an ordinance to establish Other Post Employment Benefits Trust ("OPEB Trust").

Second: (N. Kapoor)

Discussion: Chairman Lieto noted this ordinance remained unchanged with no comment from the Public.

Motion passed 8-0

Repeal and revisions to Chapter 71 (Currently titled "Health District")

Motion: (E. Lipeles)

To adopt a repeal and revisions to Chapter 71 of the Town Code.

Second: (K. Kellogg)

Discussion: Chairman Lieto noted the intention was to repeal the prior ordinance because it was replaced with the new ordinance that is before us.

Motion passed 8-0

Revision to Chapter 397 (Peddlers and Transient Sellers)

Motion: (E. Lipeles)

To adopt a revision to the ordinance titled Chapter 397 (Peddlers and Transient Sellers) of the Town Code.

Second: (K. Kellogg)

Discussion: Chairman Lieto noted Council accomplished all conditions precedent necessary to adopt this ordinance.

Motion passed 8-0

New Salon Ordinance

Motion: (E. Lipeles)

To adopt an ordinance entitled New Chapter 425- Salons.

Second: (K. Kellogg)

Discussion: Chairman Lieto noted the intention of this motion was to adopt an ordinance entitled 425 Salons. Councilmember Kapoor had a question on licenses which stated “all separate businesses or establishments shall be separately licensed”. Councilmember Kellogg noted it is not uncommon for a business owner to allow a whole separate business to operate in their facility and will be separately licensed. Councilmember Kapoor questioned page three stating “all salon licenses shall expire on December 31 of each year, unless otherwise indicated, and may be renewed for another year upon application and payment of an annual fee”. Councilmember Kellogg noted all the establishments that are licensed by Health have a common renewal date, so inspections, etc. can be scheduled. He noted he will ask the Board of Health to evaluate this situation and inquire about the fee. Councilmember Kapoor also questioned the plan review and pre-operational inspections.

Motion passed 8-0

Monroe Trumbull Health District

Chairman Lieto noted he had hoped to have a resolution pertaining to the Monroe/Trumbull Health District, so this will remain on the agenda.

Motion to approve the minutes and voting record of the Town Council meeting held on November 9, 2015 (Session 2015-19).

Motion: (E. Lipeles)

To approve the minutes and voting record of the Town Council meeting held on November 9, 2015.

Second: (D. Martin)

Discussion: Chairman Lieto proposed two (2) amendments. On page 2, Town Council Committee on Legislative & Administrative Matters, discussed **all** of the ordinances **not** some of

the ordinances. He noted on page five (5) to change **all ordinances** were reviewed by L&A and not **some ordinances**.

AMEND MINUTES

Motion: (F. Lieto)

To amend the minutes.

Second: (E. Lipeles)

WITHDRAW MOTION

Motion: (E. Lipeles)

To withdraw my motion to approve the minutes.

Motion: (F. Lieto)

To approve the minutes with those two amendments.

Second: (D. Martin)

Motion passed 6-0 (Kapoor, Rooney could not vote)

NEW BUSINESS

Sandy Hook School update from Dr. Joseph Erardi, Newtown Superintendent of Schools

Joseph Erardi, Superintendent of Newtown Schools was present and wished to thank the First Selectman, all the Town Council members, and the Town of Monroe for everything they have done to help the students and staff members of Sandy Hook relocate to Chalk Hill School. He noted the 3rd anniversary of the Newtown tragedy is approaching on December 14th, and he felt it would be appropriate to express his gratitude to the Town of Monroe for going over and beyond to “give up your service, your time, your talent, and your treasure”. He noted in the past three years having the students return to school at Chalk Hill, provided them with a safe environment along with a nurturing way of gift giving. Mr. Erardi noted the resources the town has provided, with a proactive approach with safety issues from the First Selectman and the Superintendent of Schools continues with this nurturing environment to all the students and staff of Sandy Hook. Mr. Erardi concluded by stating this was an appropriate time to stop by and thank everyone and appreciates Monroe’s incredible dignity and character for their help.

Masuk Turf Building Committee – Presentation from Milone & MacBroom

James Agostine, Superintendent of Schools was present and discussed the assembly of a Turf Committee for the Board of Education on providing a turf field. He noted a Committee was formed to design a facility and finance the project with a potential start date in June, 2016 and a completion date in September, 2016. He introduced Vince McDermott, Senior Vice-President, and Dan Knoeber, Legal Project Engineer to give a presentation, hoping for support to bring to the next logical level, whether a town meeting, referendum, or approval for some kind of a bond. Mr. Agostine also noted they presented this project to the Board of Education with two options; a foam rubber infill and an alternative infill. The Board endorsed the alternative infill preferably with organic infill. The presentation to Town Council included the design aspects of a synthetic turf field, which includes an existing condition analysis, survey, geotechnical investigations,

drainage inspection, site investigation, and facility deficiencies. The presentation included the benefits of synthetic turf, proposed design plan including turf components with infill and turf components with alternative infill. Mr. McDermott and Mr. Knoeber also discussed a budget for improvements with a project breakdown.

Chairman Lieto expressed his thanks for the excellent presentation and opened the floor to questions and answers to Town Council.

Donation to the Volunteer Emergency Medical Service in the amount of \$3,165.00

Motion: (E. Lipeles)

To accept a donation for the Monroe Volunteer EMS from the Mellen Foundation in the amount of \$3,165.00.

Second: (N. Kapoor)

Discussion: Vice-Chairman Lipeles noted there was also a \$100.00 donation but understands they will be listed under the Consent Calendar, but offered her thanks.

Motion passed 8-0

Donation to the Food Pantry in the amount of \$3,889.45

Motion: (E. Lipeles)

To accept the following donation for the Monroe Food Pantry in the amount of \$3,889.45 from several residents and businesses.

Second: (N. Kapoor)

Discussion: Chairman Lieto noted the total amount listed on the agenda appeared to be \$2,500.00 but the full total of checks is \$3,889.45.

Motion passed 8-0

Donation to the Social Services Friendship Fund in the amount of \$2,000

Motion: (E. Lipeles)

To accept a donation in the amount of \$2,000 for the Social Services Friendship Fund from Albert and Mary Lisi.

Second: (N. Kapoor)

Discussion: None

Motion passed 8-0

Committee Assignments

Chairman Lieto decided to promote some changes to the Council. His vision with the sub-committees continues to have success with bi-partisanship support with many projects. He also wants to stress more communication with the Chairs of appointed Boards and Commissions noting the focus is to be on issues that are relevant for consideration by Council, not just current events.

Chairman Lieto appointed Sean O'Rourke, Dee Dee Martin, and Frank Lieto to L&A

Chairman Lieto appointed Kevin Reid, Terry Rooney, and Nick Kapoor to P&Z

Chairman Lieto appointed Kenneth Kellogg, Enid Lipeles, and Phyllis Kansky to FEHPS

Chairman Lieto appointed Kenneth Kellogg, Dee Dee Martin, and Kevin Reid to the Strategic Planning Committee

He noted the EMS Facility Workgroup will remain unchanged with Kenneth Kellogg as the liaison.

Transfer the Trumbull Monroe Health District (TMHD) Surplus to a reserve account.

Motion: (E. Lipeles)

To transfer the Trumbull Monroe Health District better known as TMHD Surplus of \$42,645.50 for the FY2015 to a reserve account in the General Fund to provide for termination expenditures related to the Health District.

Second: (N. Kapoor)

Discussion: Chairman Lieto noted this was brought to his attention by Finance Director, Ron Bunovsky, noting this was an appropriate transfer for financial purposes.

Motion passed 8-0

Jacunski Humes Architects, LLC to process Invoice #15295.

Motion: (E. Lipeles)

To process Invoice #15295 relative to the EMS Facility feasibility study for \$4,000, and the invoice is Jacunski Humes Architects, LLC.

Second: (D. Martin)

Discussion: Chairman Lieto stated the workgroup, a sub-committee authorized by Town Council, already approved this. Councilmember Kapoor questioned the total fee of \$25,000 and if it was budgeted on a certain line. Councilmember Kellogg noted he will refer this to Ron Bunovsky, but to his understanding, the Board of Finance allocated funds based upon requests from Council for this project.

Motion passed 8-0

2ND PARTICIPATION - None

Next Town Council Meeting will be scheduled on December 14, 2015

ADJOURNMENT

Motion: (E. Lipeles)

To adjourn the meeting at 11:02 p.m.

Second: (S. O'Rourke)

Motion passed 8-0

Respectfully submitted,

Donna Cerreta
Town Council Clerk