

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

July 27, 2015– 8:00 PM – Council Chambers

Present: Chairman Frank Lieto
Vice Chairman Enid Lipeles
Councilmember Deborah Heim
Councilmember Phyllis Kansky
Councilmember Kenneth Kellogg
Councilmember Raymond Knapp, Jr.
Councilmember Dee Dee Martin
Councilmember Sean O'Rourke
Councilmember Kevin Reid

Also Present: First Selectman Stephen J. Vavrek

A regular meeting of the Monroe Town Council was held on Monday, July 27, 2015 at 8:00 p.m. in the Council Chambers of the Monroe Town Hall.

CONSENT CALENDAR

Motion to approve the minutes and voting record of the Regular Town Council Meeting held on June 22, 2015 (Session 2015-12).

Request for Refunds dated July 2, 2015 totaling \$32,214.52.

The June 22, 2015 Draft Meeting Minutes was not included in the packets and will be put on the consent calendar for the next Town Council Meeting scheduled for August 24, 2015.

The Consent Calendar was passed unanimously for Request for Refunds dated July 2, 2015 totaling \$32,214.52.

COMMUNICATIONS

Memo from the Tax Collector to Town Council Chairman dated July 2, 2015 regarding a Request for Refunds totaling \$32,214.52.

Memo from the First Selectman to Town Council Chairman dated June 29, 2015 regarding a bid waiver for Emergency Radio Equipment Purchases.

Memo from the First Selectman to Town Council Chairman dated June 29, 2015 regarding a bid waiver for Police Ammunition.

Letter of Opinion from Town Attorney John Fracassini to the First Selectman dated July 13, 2015 regarding a renewal for Monroe Early Learning Center, LLC Lease/Sandy Hook Elementary School.

Memo from Town Council Chairman to the Town Clerk dated July 15, 2015 regarding a meeting postponement for Town Council for the September 14, 2015 Town Council Meeting.

Letter from Knights of Columbus Committee Chair (Monroe) to the First Selectman and copied to Town Council Chairman dated July 16, 2015 seeking approval to place a Crèche on Town Green during Christmas season.

Letter of Opinion from Town Attorney John Fracassini to the First Selectman dated July 23, 2015 regarding Friendship Fund-Close Buy Catalog Contract.

Letter from Town of Monroe Labor Attorney David Ryan to the First Selectman dated July 23, 2015 regarding Clerical Union Contract Monroe Chapter 136-1, Local 136 I.F.P.T.E.

Letter from Town of Monroe Labor Attorney David Ryan to the First Selectman dated July 24, 2015 regarding Supervisor's Union Local 818 OF Council #4 – AFSCME.

PUBLIC PARTICIPATION - None

APPOINTMENTS - None

ACTION ITEMS

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

Councilmember Heim reported they did not meet but noted the Board of Education will be holding meetings once a month for the summer. The next scheduled meeting will be held the third week of August. Councilmember Heim noted the Board of Finance met and approved the garden plan for the Senior Center, and upgrades with technology for Council Chambers. She stated the EMS Facility Workgroup approved a \$30,000 contingency for a study and approved the transfer for operating budget to the police grant fund. She also noted they discussed the Honeywell Phase 2 project, and a meeting will be planned with the Board of Finance and Town Council in September or October. Councilmember Heim also reported there is still no vehicle for the Health Director, and as of now, no meeting has been set. Councilmember Kellogg stated the Board of Health did not have a meeting since the last Town Council meeting. He noted sometime in the future, a discussion on the job description for the part time administrator will be done.

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

Councilmember O'Rourke reported his sub-committee has not met. He stated Parks and Recreation had a meeting on July 20, 2015 but he was unable to attend. He will have the minutes to discuss at the next Town Council meeting. Councilmember Reid noted Planning and Zoning will be meeting on July 30, 2015 and he will give an update on the next scheduled Town Council meeting.

Town Council Committee on Legislative & Administrative Matters

Vice-Chairman Lipeles reported they are reviewing the Board of Ethics policy, and they discussed the Monroe Early Learning Center, Town of Monroe Friendship agreement, and Close Buy Catalog. The next scheduled meeting will be July 29, 2015 at 4:00 p.m.

Trumbull/Monroe Health District

Councilmember Knapp reported they thought an agreement on the Health District was to be finalized but the Attorneys are still looking for the final budgets and this will not be available until the end of July. He noted they still have outstanding small bills to be paid, and because of the article in the newspapers, all their accounts have been frozen, and now they cannot touch or transfer funds from this account. He noted, to his knowledge, three checks have not cleared. The next scheduled meeting will be July 28, 2015 at 7:00 p.m.

Chairman Lieto questioned Councilmember Knapp to see if there were ongoing negotiations between the Health District of Trumbull and the Town of Monroe. Councilmember Knapp stated yes they are still negotiating. Councilmember Knapp noted the Attorney for the Health District of Trumbull has been away and just returned tonight, so he noted he and Dr. Paul Moyses have been doing all the leg work as far as organizing. He noted they are still having meetings at the Health District and they are still waiting for the finalization from the attorneys which has become very frustrating for both of them.

First Selectman's Update

First Selectman Vavrek expressed his thanks to Dennis Condon, Chairman Board of Health, Councilmember Kellogg, and Town Council for doing a great job for getting the Health Department up and running. He also thanked Ron Bunovsky, Cathy Lombardi, and Dave Ryan for the two contracts that will be discussed tonight for Monroe employees and employees union. He noted a Crèche will be placed on the Town Green during the Christmas season. He also thanked Jack Zmary for the presentation he will be giving tonight on technology upgrades and GIS.

UNFINISHED BUSINESS

Monroe Local Health

Councilmember Kellogg expressed his thanks to the First Selectman, Dennis Condon, Chairman Board of Health, Ron Bunovsky, and the Newtown Health District for getting assistance from their Director of Health. The next scheduled meeting will be on August 4, 2015.

NEW BUSINESS

Health Director Job Description/Pay Scale Level

Motion: (E. Lipeles)

To approve the Health Director Job Description on Non-Union Pay Scale Level 9.

Second: (D. Heim)

Discussion: Chairman Lieto noted this was approved previously and the job has been posted. Ms. Lombardi, Human Resources Director suggested the pay scale of \$85,000-\$95,000 is being proposed. Councilmember Kellogg noted he will be supporting this pay scale. Dennis Condon,

Chairman Board of Health noted for similar size towns, Monroe is in line with the state range but definitely in line with Fairfield County.

Motion passed 9-0

Emergency Medical Services Facility Agreement

Chairman Lieto noted this item is not ready to be voted on. Councilmember Kellogg noted the workgroup is finalizing the consulting agreement and it is in the hands of the Town Attorney for his opinion, and hopefully be ready for discussion at the next meeting. Chairman Lieto stated for the record, the \$25,000 contract amount with a \$5,000 contingency, a total of \$30,000 was approved by the Board of Finance and the funds have been allocated to the extended fund from the contingency line item.

Monroe Early Learning Center, LLC Lease – Chalk Hill Building

Motion: (E. Lipeles)

To approve, adopt and authorize the First Selectman to execute on behalf of the town of Monroe the lease agreement between the Monroe Early Learning Center, LLC-Chalk Hill Building in the Town of Monroe.

Second: (D. Heim)

Discussion: Chairman Lieto noted the packets consisted of the Town Attorney's opinion letter and lease agreement. He noted L&A reviewed both opinion letters and the lease, and the Attorney for the town of Newtown has no objection to the lease.

Motion passed 9-0

Town of Monroe/Friendship Fund Agreement with Close Buy

Motion: (E. Lipeles)

To approve, adopt and authorize the First Selectman to execute on behalf of the Town of Monroe the Friendship Fund Close Buy Catalog contract providing it is clear to purchaser how much these funds are being distributed to the town.

Second: (D. Martin)

Discussion: Barbara Yeager was present and stated the Close Buy Catalog originally started as a fundraiser for schools in Maine. She noted it started with craft items and now has expanded locally with companies in Maine, New Hampshire, Massachusetts, Vermont, and Connecticut. She noted the fundraising entity would have the Town of Monroe receiving 30% of all sales, the vendor receiving 50%, and the Close Buy Catalog receiving 20%. Ms. Yeager stated the arrangement made was members of the general public would make their purchases on the website, pay Close Buy directly rather than any monies going through the Town of Monroe Friendship Fund. The Town of Monroe Friendship Fund through the Senior Center would not receive any catalog or do anything in regards to the administration in the providing of materials or goods to members of the general public. Councilmember Kansky inquired about Close Buy Catalog's track record if not satisfied. Ms. Yeager noted they have won multiple awards within the state of Maine and are known to be a very well-run company with high quality items with no negative reviews. She concluded by stating Monroe would have to put in a Friendship Fund code for Monroe when ordering.

Motion passed 9-0

Proposal to Expend Funds from the Cornelia Rogers Fund for Technology Upgrades to Town Council Chambers

Motion: (E. Lipeles)

Second: (D. Martin)

To approve the proposal to expend funds from the Cornelia Rogers Fund for Technology Upgrades for the Monroe Town Council Chambers.

Discussion: Jack Zmary was present and gave a presentation on the upgrades proposed. His proposal consisted of a wall mounted video camera (wire mold around perimeter of room to PA rack), laptop connections, a wall mounted projector (just above the window) with 110v outlet, floor wire mold required to channel cabling, 10 Chromebooks in wall cabinet (existing cabinet), and a PA Rack with video recording, audio recording, mixer, and amplifiers.

Motion passed 8-0 (*Councilmember Martin was not present at the time and did not vote on this motion.*)

GIS/GBRC Town Uses and Funding

Chairman Lieto felt no need to do a motion on this topic. Jack Zmary gave a presentation on the GBRC Geographic Information System. His explanation of GIS is a geographic information system that takes the real world and represents it in digital layers. The layers consist of imagery, elevation, transportation, addresses, boundaries, water features, survey control, and data. He also noted the GIS are used in Monroe for Land Records, Planning and Zoning, Building, Tax Assessment, Conservation, and managing Town property. Mr. Zmary stated for future uses the GIS will be used in public works, asset management (street signs, catch basins, etc.), emergency operations, vehicle location, and permitting. He concluded his presentation on funding partners that are current and proposed such as GBRC.

Friendship Fund-Close Buy Catalog Contract

Chairman Lieto noted this was a repeat of item D on the agenda.

Clerical Union Contract Monroe Chapter 136-1, Local 136 I.F.P.T.E.

Motion: (E. Lipeles)

To approve the Clerical Union tentative agreement between the Town of Monroe and Monroe Chapter 136-1, Local 136 I.F.P.T.E. subject to the following amendments, Article 14-02-14-09. Adding the word current prior to the two positions. Sub 9 will read the current Health Department Administrative Assistant and current Library replacement.

Second: (K. Kellogg)

Discussion: Chairman Lieto noted a non-meeting was held prior to this meeting where Town Labor Attorney David Ryan discussed this agreement so Council was fully informed.

Motion passed 9-0

Supervisor's Union Contract Local 818 OF Council #4 – AFSCME

Motion: (E. Lipeles)

To approve the Supervisor's Union tentative agreement with the Town of Monroe and Local 818 OF Council #4 - AFSCME

Second: (D. Heim)

Discussion: Chairman Lieto noted again, Labor Attorney David Ryan discussed this in a non-meeting held prior to this Council meeting.

Motion passed 9-0

2ND PARTICIPATION

Paul Moyses, 37 Maplewood Drive stated a year ago he was asked to be a member of the Trumbull/Monroe Health District, and within 9 months after being selected by Town Council, the Board of Health care providers informed him they will be dissolving the District. He was looking to serve the community in a public health capacity and now he went on to explain that he is involved in the legal aspects pertaining to the Health Department. Mr. Moyses noted after hearing this news, he proposed to the First Selectman that he no longer wished to be a member of the Board, but instead was told to stay until this issue was completely resolved. He did agree but did not know what the complete involvement would entail. He feels he has been dragged through all this for the past 6 months, and he also heard the town is not providing funding for the 4th quarter. He does not wish to carry this on any further and feels he is being treated as a “3rd class citizen”. He noted he does not have any political aspirations, and feels they cannot resolve the District until the debts have been paid and taken care of. Mr. Moyses does not see a solution as there is a lien on the property, the office has to be cleared out, and the staff has been let go. He noted the cost is escalating with legal fees, and he is very disappointed in the local news media with a front page, one-sided article, where his name is being attacked. He noted he was just a volunteer and feels Town Council needs to find a way to resolve this issue.

Next Town Council Meeting will be scheduled on August 24, 2015

ADJOURNMENT

Motion: (E. Lipeles)

To adjourn the meeting at 9:23 p.m.

Second: (D. Heim)

Motion passed 9-0

Respectfully submitted,

Donna Cerreta
Town Council Clerk