

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

July 25, 2016– 8:00 PM – Council Chambers

Present: Chairman Frank Lieto
Councilmember Phyllis Kansky
Councilmember Nicholas Kapoor
Councilmember Kenneth Kellogg
Councilmember Dee Dee Martin
Councilmember Terry Rooney
Councilmember Sean O'Rourke
Councilmember Kevin Reid

Absent: Vice-Chairman Enid Lipeles

Also Present: First Selectman Stephen J. Vavrek

A regular meeting of the Monroe Town Council was held on Monday, July 25, 2016 at 8:00 p.m. in the Council Chambers of the Monroe Town Hall.

CIRMA ACCOUNT REPRESENTATIVE

An overview and update of policy was presented by Jaclyn, an Account Representative for CIRMA. She noted CIRMA started in 1980 and her discussion began with the CIRMA mission, CIRMA members, premiums and membership, financial statements for 2014-2015, ancillary coverages, risk management, and claims.

CONSENT CALENDAR

Motion to approve the minutes and voting record of the Town Council Meeting held on June 13, 2016 (Sessions 2016-12).

Anonymous donation to the Police Department in the amount of \$25.00.

Anonymous donation to the Police Department Animal Control Unit in the amount of \$75.00.

Donations to the Volunteer Emergency Medical Service from residents in the amount of \$105.00.

Donations to Project Warmth from residents and organizations in the amount of \$1,285.00.

Donations to the Friendship Fund from various organizations in the amount of \$2,033.00.

Donations to the Edith Wheeler Memorial Library from various residents, businesses, and organizations in the amount of \$2,977.00.

Donations to the Food Pantry from residents and organizations in the amount of \$3,915.00.

Donation to the Friendship Fund from an organization in the amount of \$6,500.00.
Donation to Neighbors Helping Neighbors from an organization in the amount of \$6,500.00.

The Consent Calendar was passed unanimously to the June 13, 2016 Town Council Meeting.

COMMUNICATIONS

Memo from the Police Chief to Town Council dated June 9, 2016 regarding donation to the Police Department.

Correspondence from the Director of Community and Social Services to Town Council dated June 14, 2016 regarding donations to Project Warmth, the Food Pantry, the Friendship Fund and to Neighbors Helping Neighbors.

Memo from the Library Director to Town Council dated June 17, 2016 regarding donations to the library for the Summer Reading Program.

Memo from the Library Director to Town Council dated June 20, 2016 regarding donations to the library for book purchases.

Memo from the Library Director to Town Council dated June 27, 2016 regarding a donation to the library to add items to their Markerspace.

Memo from the Library Director to Town Council dated June 28, 2016 regarding a donation to the library for the Summer Reading Program.

Memo from the Police Chief to Town Council dated June 29, 2016 regarding a donation to the Police Department Animal Control Unit.

Correspondence from the Director of Community and Social Services to Town Council dated July 8, 2016 regarding donations to Project Warmth, the Food Pantry and the Friendship Fund.

Memo from the Library Director to Town Council dated July 18, 2016 regarding donations to the Library to purchase large print books.

Memo from the First Selectman to the Town Council Chair dated July 20, 2016 regarding donations to various Town departments and programs.

Memo from the First Selectman to the Town Council dated July 20, 2016 regarding an Authorization to Issue Refunding Bonds.

Memo from the First Selectman to the Town Council dated July 20, 2016 regarding the Resolution to Amend the Capital Improvement Plan.

Memo from the First Selectman to the Town Council dated July 20, 2016 regarding the Janney Corporate/Non-Corporate Resolution.

Memo from the First Selectman to the Town Council dated July 20, 2016 regarding the Newtown Savings Bank OPEB Account.

Letter of Opinion from the Town Attorney to the First Selectman dated July 20, 2016 regarding the consultant's contract for the Library.

Save the Date Notice from the Conservation and Water Resources Commission to the Town Council regarding a Tree Canopy presentation at the library on September 13, 2016.

PUBLIC PARTICIPATION - None

APPOINTMENTS - None

ACTION ITEMS

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

Vice Chairman Lipeles was not present but did submit some reports from various meetings she attended.

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

Councilmember Rooney reported they met on July 6, 2016 and went over some things regarding open space relative to development. He noted an observation was made regarding the need to work closely with Planning & Zoning so the town can acquire usable open space or a monetary value in the event that open space is not an option. Councilmember Kapoor also noted Conservation is working with Planning and Zoning on the zoning rights. He stated a meeting is scheduled next week.

Town Council Committee on Legislative & Administrative Matters

Councilmember O'Rourke reported they did not meet since the last Town Council meeting. A meeting should be scheduled before the next Town Council meeting.

Strategic Planning Committee

Councilmember Kellogg stated Chalk Hill was discussed regarding the clarification on costs and timing along with demolition costs, noting the Board of Finance Chairman was present at the meeting. Councilmember Kellogg also noted a discussion was done on the fire apparatus to review. A consensus was done to proceed with an RFP with the project as this is a 3.7-3.9 million dollar project, noting the Board of Finance is willing to spread the bond within two fiscal years. Chairman Lieto noted this was a very productive meeting and thought it would be important for Town Council to move this forward and did a consensus with all in agreement.

EMS Facility Workgroup

Councilmember Kellogg reported the Committee was involved in detail work such as land that was included in their evaluation, noting the current site will be evaluated. He noted some were eliminated due to size and zoning issues. The next meeting is scheduled for July 26, 2016.

First Selectman's Update

First Selectman Vavrek reported on August 2, 2016 at Wolfe Park, the public can be given a chance to support all our Police Officers and thank them for all they do for this town. He noted he may have a meeting on July 27, 2016 in regards to the returning the Chalk Hill building. He noted a final cleanup will be done Wednesday, July 27, 2016 with a final walk thru to have the building returned to Monroe by August 1, 2016. First Selectman Vavrek stated he is going over everything at Chalk Hill and he will have a comprehensive list when ready. Councilmember Kellogg noted they will re-visit the demolition estimate if needed. Councilmember Martin feels she would like to have this as a recurring discussion on the agenda. Councilmember Martin also questioned the First Selectman on the status of Honeywell. He noted that he has told her a few times that this comes out of the Board of Education. Chairman Lieto also noted Honeywell will be discussed on the next agenda.

UNFINISHED BUSINESS - None

NEW BUSINESS

Resolution regarding an Authorization to Issue Refunding Bonds

Motion: (K. Reid)

To adopt the resolution entitled Town of Monroe Resolution regarding an authorization to issue \$7,850,000 refunding bonds to refund certain of the town's outstanding bonds and authorizing the appropriation of the proceeds of such refunding bonds.

Second: (K. Kellogg)

Discussion: Chairman Lieto stated Ron Bunovsky, Finance Director was present. He also noted in the packets presented to Councilmembers, was a proposed refunding 2016 discussing current refunding, advance refunding, refinance prior bonds - \$7,510,000 total, "advance" refunding, summary of refunding results, cash flow savings, and debt impact (bonded debt only).

Motion passed 8-0

Motion: (K. Kellogg)

To waive the reading of the resolution.

Second: (P. Kansky)

Motion passed 8-0

RESOLVED,

(i) that the Town is hereby authorized to issue its refunding bonds, in an amount not to exceed SEVEN MILLION EIGHT HUNDRED FIFTY THOUSAND DOLLARS (\$7,850,000) (the "Refunding Bonds"), to fund the appropriation authorized by section (ii) of this resolution. The Refunding Bonds shall be issued pursuant to Section 7-370c of the Connecticut General Statutes, as amended, and any other enabling acts. The Refunding Bonds shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town; and

(ii) that the Town appropriate the proceeds of the Refunding Bonds to fund the redemption and the payment, in whole or in part, as determined by the First Selectman and the Treasurer of the Town, of the outstanding principal, accrued interest and any call premium on all or any portion of any issue of the Town's General Obligation Bonds including, but not limited to, the Town's General Obligation Bonds, Issue of 2010, General Obligation Bonds, Issue of 2012, Series B and General Obligation Bonds, Issue of 2014 (the "Prior Bonds"), together with the costs of issuance including but not limited to, any applicable consultants' fees, legal fees, trustee's and escrow agent fees, investment fees, verification fees, credit enhancement fees, underwriters' fees, bond insurance premiums, net temporary interest and other financing or transactional costs, and other expenses related to the payment or redemption of such bonds for the purposes of refunding them; and

(iii) that the First Selectman and the Treasurer shall sign the Refunding Bonds by either manual or facsimile signatures and that the law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the Refunding Bonds; and

(iv) that the First Selectman and the Treasurer are authorized to determine which of the Prior Bonds are to be redeemed and the amount, date, interest rates and interest mode maturities, redemption provisions, form and other details of the Refunding Bonds; to designate one or more

banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the Refunding Bonds and escrow agent with respect to the refunding escrow or escrows to be funded with proceeds of the Refunding Bonds; to provide for the keeping of a record of the Refunding Bonds; to sell the Refunding Bonds at public or private sale; to deliver the Refunding Bonds; and to perform all other acts which are necessary or appropriate to issue the Refunding Bonds; and

(v) that the First Selectman and the Treasurer are authorized to call irrevocably for redemption such of the maturities of the Prior Bonds, as they shall determine to refund from the proceeds of the Refunding Bonds and other moneys as they may determine to make available for this purpose and to defease such Prior Bonds by executing and delivering an escrow agreement in such form and upon such terms as they shall approve, such approval to be conclusively evidenced by their execution thereof; and

(vi) that the First Selectman and the Treasurer are authorized to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the Refunding Bonds authorized by this resolution, including covenants to pay rebates of investment earnings to the United States in future years; and

(vii) that the First Selectman and the Treasurer, or either of them, are authorized to make representations and enter into written agreements for the benefit of holders of the Refunding Bonds to provide secondary market disclosure information, which agreements may include such terms as he deems advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such Refunding Bonds; and

(viii) that the First Selectman, the Treasurer and the Director of Finance & Comptroller, or any one of them, are authorized to take all other action which is necessary or desirable to enable the Town to effectuate the refunding of all or a portion of the Prior Bonds and to issue Refunding Bonds authorized hereby for such purposes, including, but not limited to, the entrance into agreements on behalf of the Town with underwriters, trustees, escrow agents, bond insurers, and others to facilitate the issuance of the Refunding Bonds, the escrow and investment of the proceeds thereof and the payment of the Prior Bonds; and

(ix) that the First Selectman and the Treasurer, or either of them, are hereby authorized if they determine it is in the Town's best interest, to acquire, on behalf of the Town, bond insurance or other forms of credit enhancement guaranteeing the Refunding Bonds on such terms as the First Selectman or the Treasurer, as the case may be, determines to be appropriate, such terms to include, but not be limited to, those relating to fees, premiums and other costs and expenses incurred in connection with such credit enhancement, the terms of payment of such expenses and costs and such other undertakings as the issuer of the credit enhancement shall require; and the First Selectman or the Treasurer, as the case may be, are authorized, on the Town's behalf, to grant security to the issuer of the credit enhancement to secure the Town's obligations arising under the credit enhancement, including the establishment of a reserve from the proceeds of the Refunding Bonds; and

(x) that the First Selectman and the Treasurer are hereby authorized in connection with the issuance of the Refunding Bonds to execute and deliver on behalf of the Town such reimbursement agreements, remarketing agreements, standby bond purchase agreements, interest rate swap agreements, investment agreements and any other appropriate agreements the First Selectman and the Treasurer deem necessary, appropriate or desirable and the First Selectman and the Treasurer are hereby authorized on behalf of the Town to secure the payment of such

agreements with the full faith and credit of the Town, if they deem it necessary, appropriate or desirable.

Motion passed 8-0

Janney Montgomery Scott, LLC Corporate/Non-Corporate Resolution

Motion: (K. Kellogg)

To adopt the signature on the resolution entitled Janney Montgomery Scott, LLC Corporate/Non-Corporate Resolution.

Second: (P. Kansky)

Discussion: Chairman Lieto noted this authorization allows the addition of Deborah Heim, Town Treasurer, as a signatory on all accounts with Janney.

Motion passed 8-0

Resolution to amend the Capital Improvement Plan for LoCIP

Motion: (K. Reid)

To adopt the following resolution entitled Town of Monroe, Connecticut Resolution to amend the capital improvement plan to resurface all eight (8) tennis courts at Wolfe Park.

Second: (K. Kellogg)

Town of Monroe, Connecticut Resolution to Amend the Capital Improvement Plan to resurface all Eight (8) Tennis Courts at Wolfe Park

RESOLVED,

- (i) That the Town's Capital Improvement Plan be amended to resurface all eight (8) tennis courts at Wolfe Park in an amount not to exceed \$500,000; and
- (ii) That this project is to include, but is not limited to, resurfacing all eight (8) existing tennis courts, replacement of the existing fence surrounding the tennis courts and repainting the existing light poles at the tennis courts; and
- (iii) That the funding for this project be amended as follows:
 - (a) \$150,000 from the Recreation Programs Fund (also known as the Parks & Recreation Contra Account), and
 - (b) An amount not to exceed \$350,000 from the Local Capital Improvement Program (LOCIP).

Discussion: Ron Bunovsky, Finance Director was present and stated Frank Cooper, Director of Parks and Recreation noted after rethinking and speaking with contractors; he felt it was better to do all eight tennis courts at Wolfe Park at once as it would be less disruption at the park. First Selectman Vavrek felt it was better to do all eight courts at once instead of coming back. Councilmember Reid felt they would need to remove the fence to resurface the eight courts and felt it was justified to do at once. Councilmember Kapoor questioned how much was left in the LOCIP fund and was told approximately \$450,000. Chairman Lieto felt it would not be appropriate to vote on something such as this as it may not be in compliance with our Charter. He also felt it was necessary to have Frank Cooper present and be more involved as to why this may be needed.

MOTION WITHDRAWN

Newtown Savings Bank Resolution Designating Depositories and Authorizing Withdrawal of Municipal Moneys for the OPEB Account

Motion: (K. Reid)

To adopt the resolution designating public depositories and authorizing withdrawal of municipal public moneys with regards to the accounts in the name of the Town of Monroe to Newtown Savings Bank.

Second: (T. Rooney)

Discussion: Chairman Lieto noted this resolution from Newtown Savings Bank as well as the minutes and voting record from the last OPEB Board meeting establishing a new account to invest the assets of OPEB into a Money Market Fund.

Motion passed 8-0

Maxine Bleiweis & Associates, LLC Contractor Agreement – Edith Wheeler Memorial Library

Motion: (K. Reid)

To approve and authorize the First Selectman to execute the Contractors Agreement between the Town of Monroe and Maxine Bleiweis & Associates, LLC.

Second: (D. Martin)

Discussion: Gary Thomas, Chairman of the Monroe Library Board was present and discussed the consultant contract noting the purpose of this agreement is to allow the library to put together a capital project plan and to see what their needs are going to be to meet demands for service from citizens of the Town of Monroe as it pertains to the use of the Monroe Library.

Motion passed 8-0

2ND PARTICIPATION - None

ADJOURNMENT

Motion: (T. Rooney)

To adjourn the meeting at 9:20 p.m.

Second: (S. O'Rourke)

Motion passed 8-0

Next Town Council Meeting will be scheduled on August 22, 2016

Respectfully submitted,

Donna Cerreta
Town Council Clerk