

(Session 2012-21)

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

December 10, 2012 – 8:00 PM – Council Chambers

Present: Chairman Enid Lipeles
Vice Chairman Deborah Heim
Councilmember Debra Dutches
Councilmember Nick Kapoor
Councilmember Raymond Knapp, Jr.
Councilmember Frank Lieto
Councilmember Dee Dee Martin
Councilmember J.P. Sredzinski
Councilmember Tony Unger

Also Present: First Selectman Stephen J. Vavrek

A regular meeting of the Monroe Town Council was held on Monday, December 10, 2012 at 8:00 p.m. in the Council Chambers of the Monroe Town Hall.

A special presentation from the Stepney 4th grade chorus was sung. First Selectman Vavrek praised the students as the only 4th grade music program in our district. Mrs. Morrison, Music Teacher, lead the chorus.

First Selectman Vavrek introduced Robert Zalinger, District President of the Rotary Club and praised the Rotary Club for doing so many good things for the community. Members of the Rotary Club were also present. Mr. Zalinger presented a check for \$1,350.00 as a donation to the Monroe Food Pantry Turkey Drive.

First Selectman Vavrek also did a swearing in for the Fire/Police.

Amend Agenda

Motion: (E. Lipeles)

To amend the agenda under Unfinished Business (E), and put Police Department Renovation Update presented by Councilmember J.P. Sredzinski.

Second: (T. Unger)

Motion passed 9-0

CONSENT CALENDAR

Motion to approve the minutes and voting record of the regular meeting held on November 26, 2012 (Session 2012-20).

*Councilmember Kapoor stated page 3, Public Participation, Daniel Hunsberger spoke as a resident with an address of 35 Glen Hollow Drive. On page 5, Action Items, 5th line down. Vice-Chairman Heim also stated the Commission on Aging is reviewing their usage policy for the Senior Center, and the next scheduled meeting is Monday, January 14, 2013. On page 6, Town Council Committee on Legislative & Administrative Matters should read **anti blight ordinance**, not anti gap blight ordinance.*

The Consent Calendar was passed unanimously with the noted amendments to the November 26, 2012 Town Council Meeting.

Tax Collector's Request for Refunds dated December 4, 2012 in the total amount of \$2,487.19.
Reappoints:

Emergency Medical Services

Suzanne White (D)	27 Fox Run	Term Ends 12/1/15
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Board of Assessment Appeals

Victor Yanosy (R)	107 Cutlers Farm Road	Term Ends 11/30/15
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Building Board of Appeals

Edward Callo (R)	48 Crestwood Road	Term Ends 10/1/17
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Economic Development Commission

Roberto Perez (R)	4 Wheeler Road	Term Ends 1/31/2018
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Board of Ethics

Jason Grady (R)	10 Autumn Drive	Term Ends 1/11/2018
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Robert Roche (R)	24 Echowoods Circle	Term Ends 1/11/2018
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Hans Liechti (R)	44 Cold Springs Road	Term Ends 1/01/14
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Parks and Recreation Commission

Terrence Rooney (R)	70 Knapp Street	Term Ends 10/21/16
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Zoning Board of Appeals

Anthony C. Testo (R)	46 Valley View Road	Term Ends 10/10/17
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COMMUNICATIONS

Letter from part-time employees at the Edith Wheeler Memorial Library to the First Selectman and copied to Town Council Chair dated November 30, 2012.

Memo from the Tax Collector to the Town Council Chair regarding a request for refunds totaling \$2,487.19 dated December 4, 2012.

Letter from the First Selectman to the Town Council Chair dated December 6, 2012 regarding an appointment to the Library Board.

Letter from the First Selectman to the Town Council Chair dated December 6, 2012 regarding an appointment to the Zoning Board of Appeals (alternate).

Letter from the First Selectman to the Town Council Chair dated December 6, 2012 regarding an appointment to the Parks & Recreation Commission.

Letter from the First Selectman to the Town Council Chair dated December 6, 2012 regarding an appointment to the Parks & Recreation Commission.

Letter from the First Selectman to the Town Council Chair dated December 6, 2012 regarding a donation to Food Pantry (Turkey Drive) from the Rotary Club of Monroe, Inc.

Letter from the First Selectman to the Town Council Chair dated December 6, 2012 regarding a reappointment to the Emergency Medical Services Commission.

Letter from the First Selectman to the Town Council Chair dated December 6, 2012 regarding reappointments to various boards and commissions.

Letter from the First Selectman to the Town Council Chair dated December 6, 2012 regarding Food Pantry Paving Grant Extension Resolution.

Letter from the First Selectman to the Town Council Chair dated December 6, 2012 regarding the 2012 Justice Assistance Formula Grant (JAG) Program.

Letter from the First Selectman to the Town Council Chair dated December 6, 2012 regarding an anonymous donation to the Webb Mountain Discovery Zone.

Letter from the First Selectman to the Town Council Chair dated December 6, 2012 regarding Regional Performance Incentive Program Resolution.

Town Attorney Opinion Letter to Town Council dated December 7, 2012 regarding Bundle Billing Agreement.

PUBLIC PARTICIPATION

Michael Muttitt, 43 Old Castle Drive spoke about his interest in government television programming. Mr. Muttitt stated he was originally from the town of Orange where Access Television started very simple with a couple of volunteers from an Adhoc committee and a couple of cameras. After some small investment by the town and some grants by their cable company, they quickly grew and started recording all Board of Selectmen, TPZ and Board of Finance meetings. Mr. Muttitt stated because of Cablevision's network configuration, they were allowed to broadcast these directly from town hall to every cablevision subscriber in town. Mr. Muttitt wanted to take the opportunity and propose that Monroe begin to explore starting Monroe Government television. He noted there is now a grant that is available for those government organizations that are wishing to start developing programming for a government access channel, the PEGPETIA Grant. Mr. Muttitt believed the first step in this process would be appointing a

town representative to Charters Cable Advisory Council to learn more about what other towns in our area are doing as well as what the possibilities are for Monroe. He noted that he would volunteer to serve on this council for Monroe.

Dawn Ryan, 129 Knorr Road, expressed her thanks to the First Selectman and Mr. Kimball for their continuous support of creating the potential of a community center. The Chalk Hill facility has brought in numerous families to visit and see the value in the building with unlimited potential, and the children see a loving and warm environment. Ms. Ryan expressed her support moving forward not only as a professional but as a resident of the town of Monroe.

Dennis Condon, Stable Ridge Road, wished to thank the First Selectman and Town Council for their help with the EMS. He stated without Chalk Hill staying viable, they would have no place to train EMS personnel and was very grateful.

Dave York, 14 Webegme, stated as a town resident he encourages as much study of Chalk Hill's facility and believes it has more life in it. Mr. York noted as the Emergency Management Director for the Town of Monroe, they developed a certified emergency response team (CERT) and have 35 people in the program and need a home. He stated they have much material scattered in different places and can use a home such as the Chalk Hill facility as their shelter. He stated the Senior Center is not equipped with showers and really not hurricane proof. Mr. York noted they need a permanent building that would be available for such shelters. He noted that Chalk Hill can be used for multiple purposes, and he would like to see it used as a reserve for a shelter as it already has a generator.

David Halliwell, 13 Turtlebrook Trail, stated he wanted to express his support for the Community Center. He stated there is great space in the building that would make a lovely theatre. He stated he would lend his voice and talent towards this.

APPOINTMENTS

Motion: (T. Unger)

To approve the appointment Emily Serniak (R) of 146 Elm Street to the Library Board for a term ending November 30, 2013. This appointment replaces the vacancy created by Antoinette Scanlin.

Second: (F. Lieto)

Discussion: Originally from Pennsylvania, Mrs. Serniak and her husband have resided in Monroe since 1964. Emily is a retired Registered Nurse who spent the majority of her career at Park City and Bridgeport Hospitals. She holds a degree in nursing from Temple University and a Bachelors of Science from Sacred Heart University. Mrs. Serniak has been an active member of the library since moving to Monroe in 1964 and is also an active member of the Monroe Book Club and Historical Society. She is a member and former Trustee of the Black Rock Congregational Church in Fairfield. In her spare time, Emily enjoys RV traveling and reading. Her addition to the Library Board would be an asset to the Town of Monroe.

Motion passed 9-0

Motion: (T. Unger)

To approve the appointment to the Zoning Board of Appeals as an alternate, Matthew Levinson (R) of 56 Secret Hollow Road as an alternate for a term ending October 10, 2015. This appointment replaces the vacancy created by Shannon Reilly Monaco.

Second: (F. Lieto)

Discussion: Mr. Levinson is a fifteen year resident of Monroe. He currently works for Polaroid as an international marketing and sales strategist. He has held similar positions in his twenty-two year professional career assisting large corporations such as Nike and ESPN with their global and domestic business development. He enjoys reading and writing in his spare time. Mr.

Levinson's extensive business experience and dedication to volunteerism in Monroe will serve the Zoning Board of Appeals well.

Motion passed 9-0

Motion: (T. Unger)

To approve the appointment to Parks and Rec Commission to Jonathan Stone (R) of 248 Porters Hill Road for a term ending October 10, 2015. This appointment replaces the vacancy created by Thomas Pane

Second: (F. Lieto)

Discussion: Mr. Stone has lived in Monroe for more than seven years. He earned his Bachelor of Arts from Emerson College and is presently a regional sales manager at Kiplinger's Personal Finance. Jon is a zealous volunteer who is presently spearheading a group of residents interested in bringing a dog park into Monroe. He enjoys volleyball, tennis, cycling, film, literature and travel in his spare time. Jon's relevant interests and experience are ideal for a position on the Parks & Recreation Commission. Councilmember Sredzinski stated he supported Mr. Stone.

Mr. Jonathan Stone was sworn in tonight by First Selectman Vavrek.

Motion passed 9-0

Motion: (T. Unger)

To approve the appointment to the Parks and Rec Commission of Christine Cascella (R) of 88 Woodland Road for a term ending October 21, 2013. This appointment replaces the vacancy created by Bruce Weiant.

Second: (F. Lieto)

Discussion: Mrs. Cascella is a lifelong resident (36 years) of Monroe. She is a married mother of two presently employed as an Occupational Therapist at Hand Therapy Associates. She received her Bachelor of Science in Marketing from Fairfield University and a Master of Science concentrating in Occupational Therapy from Sacred Heart University. Christine is an active volunteer in the community having served as a soccer coach, travel team manager, and chairman of numerous school related events here in town. Mrs. Cascella's lifelong dedication to the Town of Monroe coupled with her educational and volunteer background makes her an ideal candidate to serve as a Parks and Recreation Commissioner.

Motion passed 9-0

ACTION ITEMS

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

Vice Chairman Heim reported they have not met since the last Town Council meeting. The next scheduled meeting is January 14, 2013.

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

Councilmember Unger reported the sub-committee has not met and is scheduled to meet on Wednesday, December 12, 2012 at 6:30 p.m.

Town Council Committee on Legislative & Administrative Matters

Councilmember Sredzinski reported they have not met since last Town Council meeting. The next tentative scheduled meeting is January 17, 2013 at 5:00 p.m. The agenda will be the Inland/Wetlands issue and the anti-blight code. Councilmember Kapoor requested if any communication was received from the Town Attorney regarding the Economic Development Coordinating position. Councilmember Sredzinski stated there has been no formal communication, just phone calls asking questions and responding to them.

Trumbull/Monroe Health District

Councilmember Knapp reported they have not met and the flu clinic is still ongoing. The next scheduled meeting is tentatively January 9, 2013.

First Selectman Update

First Selectman Vavrek reported they had a yearly recognition ceremony for employees serving the town for a number of years and were recognized for their excellent service for the town. He also stated the Monroe Diner is now officially open and hoped that everyone would go and support it. He also expressed his thanks to Town Council for meeting all the Department Heads last week to discuss the budget, and hopes this will mean a smoother transition. Councilmember Kapoor questioned the First Selectman about seeing an RFP for building study at this meeting and wanted to know if there were any updates. First Selectman Vavrek stated the Comprehensive building study has not been established. Councilmember Kapoor also asked about Honeywell and if the First Selectman had any updates to his correspondence, and if there are any new

numbers. First Selectman Vavrek stated there were no new numbers and did not want to speculate, but has had “teleconferences” with them. First Selectman Vavrek stated he wanted to have all the facts put in place before putting on agenda.

UNFINISHED BUSINESS

Jockey Hollow Firehouse Remediation Report

First Selectman Vavrek stated he met with the Finance Director and Building Maintenance and does not have a full report; he will hopefully have at next meeting.

Chalk Hill Building

First Selectman Vavrek handed out to Town Council members a Chalk Hill status update and plan review. He stated it contains very readable and understandable reviews page by page. He pointed out past questions from Town Council members are in this review and requested everyone to look over this packet. Included in the packet are options explored, cost considerations, proposed profit sharing model, revenue generation models, potential tenants and status, additional revenue sources, timelines/milestones. He also stated the timelines/milestones may be adjusted. John Kimball was present during this meeting and stated he would be available to anyone with their questions. Mr. Kimball stated people need to make decisions that are time sensitive and noted Kelly Plunkett and the First Selectman are working together. Chairman Lipeles stated she will call for a Special Workshop on January 9, 2013 at 7:00 p.m. She will ask the First Selectman to have the Directors of Public Works, Planning and Zoning, someone from Board of Finance, Board of Education and Council, along with Mr. Kimball. Chairman Lipeles stated this way Council members will be prepared with their questions and have them answered. Councilmember Dutches stated there are substantial questions that need to be answered. Chairman Lipeles requested their questions between now and the special meeting be brought to her attention and she will give them to the First Selectman.

Fire Cisterns

First Selectman Vavrek thought this was going through an extension discussed in last meeting and stated the fire cisterns are a little bit more expensive.

VEMS Paraprofessionals

First Selectman Vavrek stated this was under the Bundle Billing Agreement.

Police Department Update

Councilmember Sredzinski stated he has ongoing discussions with the Clerks of the Works and Captain of the Police Department. He stated the project is still on time but unfortunately lost a week due to Hurricane Sandy. Decisions were made not to operate power tools when the building was running on generators to make sure electricity was available for important things. Councilmember Sredzinski noted the project is still within our budget, and are now looking at some energy efficiencies. Approximately 60-70% of the work is done, and everyone works well together. He also stated the north addition that will house the main lobby (dispatch center) will be operational in January which will be a new entrance for the police department, but renovations still need to be done inside. The next scheduled meeting will be Thursday, December 13, 2012 at 7:00 p.m. A tour is done at 6:30 p.m. and requests a call if you wish to take a tour.

NEW BUSINESS

Bundle Billing Agreement

Motion: (T. Unger)

To approve the Bundle Billing Agreement by and between the Town of Monroe/Monroe EMS and Valley Emergency Services and that we ask the First Selectman to sign on behalf of the town.

Second: (N. Kapoor)

Discussion: Dennis Condon, EMS Commission Chair was present. He stated this is where the town and VEMS enter into a Bundle Bill Agreement for the provision and payment of paramedic intercept services by VEMS to allow the Town Billing Agent to bill on behalf of VEMS. Vice-Chairman Heim asked if approval was given by the hospital for the paramedic service and Mr. Condon’s response was yes and is operational. Councilmember Lieto questioned if the Town

Attorney received this agreement and Mr. Condon stated it was. Councilmember Sredzinski asked on the agreement if the town and VEMS shall meet, within fifteen days of notice of disputed calls, who represents the town? First Selectman Vavrek stated it would be himself along with Mr. Condon.

Motion passed 9-0

Fire Police Swearing In

This was done at the start of Town Council meeting.

Pension Committee – volunteer is needed

Councilmember Unger and Councilmember Kapoor stated they would be volunteers.

Town Council Point People for 2013-2014 Budget Workshop Sessions

A 2013-2014 Budget Workshop Sessions calendar with Department Heads was given to all Council members. Chairman Lipeles appointed specific Council members to attend sessions with various department heads in all departments. Chairman Lipeles and Councilmember Martin will contact these various department heads and meet with them before the scheduled date of meeting. She stated we will be prepared with questions and feedback. Meetings will all start at 7:00 p.m. Councilmember Lieto suggested putting the First Selectmen's name on the list. Councilmember Martin also requested getting the budget earlier from the prior meeting and First Selectman stated he passed it along to the Finance Director and will do his best to get that to her.

2013 Town Council Meeting Schedule

Motion: (T. Unger)

To approve the dates that are on the December 7th letter titled meeting dates for 2013.

Second: (J.P. Sredzinski)

Discussion: Councilmember Kapoor stated Council needs to change the December 19, 2013 and feels there needs to be a Monday before that. Chairman Lipeles changed date to December 9, 2013.

Amend Motion

Motion: (T. Unger)

To amend my motion to make my modification for December 9th to this list.

Second: (J.P. Sredzinski)

Motion passed 9-0

Food Pantry Grant Extension Resolution

Motion (T. Unger)

To provide approval for the Food Pantry Paving Grant Extension Resolution and that we authorize the First Selectman to enter into a contractual instruments in the name of the Town of Monroe.

Second: (F. Lieto)

Discussion: Councilmember Kapoor questioned if there was any reason why the contract is being extended from 12/31/12 to 9/30/13. First Selectman Vavrek stated to allow sufficient time for project completion.

Councilmember Lieto requested Councilmember Unger to read the resolution verbatim

Restate Motion

Motion: (T. Unger)

Be it resolved that the First, Stephen Vavrek, is empowered to enter into and amend contractual instruments in the name and on behalf of this Contractor with the Department of Social Services of the State of Connecticut for a Neighborhood Facilities program, and to affix the corporate seal.

Second, as amended: (F. Lieto)

Motion passed 9-0

Town Council 2013-2014 Budget Workshop Session Calendar

Motion: (D. Martin)

To approve the budget workshop calendar.

Second: (D. Heim)

Amend Motion

Motion: (T. Unger)

To add a date to this document so we have a reference. We have a date presented on 12/10/2012, and will now become an official reference for this document.

Second: (D. Heim)

Motion passed 9-0

Food Pantry Donation: Rotary Club of Monroe, Inc. \$1,350.00

Motion: (T. Unger)

To accept the donation to the Food Pantry, the turkey drive donation on behalf of the Rotary Club for \$1,350.00.

Second: (J.P. Sredzinski)

Discussion: Chairman Lipeles stated certainly well worth it.

Motion passed 9-0

Regional Performance Incentive Program Resolution

Motion: (T. Unger)

To ask Town Council to approve the following resolution whereas, the Greater Bridgeport Regional Council (GBRC) intends to apply for grant funds under the Regional Performance Incentive Program, a state-funded program to encourage regional cooperation, referenced in Section 5 of Public Law 11-61 (An Act Concerning Responsible Growth) and such proposal is attached to and made a part of this record; and whereas, the proposed project will create and develop a Regional Conservation Services Program for the member communities of the Greater Bridgeport Regional Council and the intent of the project is to jointly and cooperatively establish a regional system to reduce the cost burden associated with the development and implementation of hazard migration, brownfield remediation, open space preservation, and watershed management programs; whereas, the GBRC will work with member communities to prepare and adopt a Memorandum of Understanding for the operations and maintenance of the regional Conservation Services Program; now therefore be it resolved, that the Town Council of the Town of Monroe approves and endorses the Regional Performance Incentive Program grant application by the Greater Bridgeport Regional Council to be approved by the Connecticut Office of Policy and Management and certifies that pursuant to Section 8 of Public Act 02-239 that there are no legal obstacles to the provision of the services as outlined in the RPIP project.

Second: (D. Dutches)

Discussion: First Selectman Vavrek stated we are the last towns to approve this and as you read this some things apply to us and some do not. Councilmember Sredzinski encourages adoption. Councilmember Kapoor asked if Town Attorney has reviewed this. First Selectman Vavrek stated their attorneys have reviewed it. Our town attorney has not reviewed it.

Motion passed 9-0

Justice Assistance Formula Grant (JAG) Program

Motion: (T. Unger)

To ask Town Council to approve the 2012 Justice Assistance Formula Grant Program for the amount of which the Monroe Police Department is eligible for a grant in the amount of \$19,089.10. This grant will be used to purchase a License Plate Reader to be installed on a police vehicle.

Second: (J.P. Sredzinski)

Discussion: Councilmember Kapoor spoke about future costs and wanted to know the amount. Chief Salvatore was present and said he did not hear anything.

Motion passed 9-0

Amend Motion

Motion: (T. Unger)

To modify request for acceptance and add to it that this entitlement be authorized and signed on behalf of the Town of Monroe by the First Selectman.

Second: (R. Knapp)

Discussion: None

Motion passed 9-0

Modify Agenda

Motion: (T. Unger)

To modify the agenda to place on the agenda acceptance of anonymous donation.

Second: (N. Kapoor)

Motion passed 9-0

Anonymous Donation Webb Mountain Discovery Zone

Motion: (D. Heim)

To accept the anonymous donation for Webb Mountain Discovery Zone in the amount of \$5,000.00. The donor wishes to be anonymous and we ask to accept the donation.

Second: (T. Unger)

Discussion: Chairman Lipeles stated this was a very nice gesture on the part of the anonymous person.

Motion passed 9-0

2ND PARTICIPATION

None

ADJOURNMENT

Motion: (R. Knapp)

To adjourn the meeting at 9:38 p.m.

Second: (J.P. Sredzinski)

Motion passed 9-0

Next Town Council Meeting will be scheduled on Monday, January 14, 2013

Respectfully submitted,

Donna Cerreta
Town Council Clerk