

## **East Haven Town Council Meeting Minutes**

The East Haven Town Council held a Special Meeting Tuesday, January 7, 2020, at 7:30 p.m. at the East Haven Community Center, 91 Taylor Avenue, East Haven, CT in order to transact the following:

Chairman Deko called the meeting to order at 7:30p.m.

Pledge of Allegiance/Moment of Silence

Staff Present-Town Attorney Michael Luzzi

### **Item #1**

Roll Call - 14 Members Present, 1 Absent (Councilman Butler)

**Quorum Present**

### **Item #2**

Approval of Minutes November 25, 2019, Special Meeting.

Councilman Balter indicated that Chairman Deko and Mayor repeated "any other nominations three times."

Vice Chairman Pacelli moved to approve the minutes with the corrections.

Councilwoman Cesare seconds the motion.

Roll Call Vote-All in Favor. None opposed. No abstentions.

**Approved**

### **Item #3**

Correspondence

**None**

### **Item #4**

Subcommittee Reports:

a. Education, Library and School Building

East Haven Town Council Sub-Committee Report January 7, 2020 Subcommittee report for Education/Library and School Building

Councilwoman Cesare, Councilman Pompano and Councilwoman Parlato.

- The Board of Education had its December meeting with the following actions:
- East Haven High School fire curtain repair and or possibly replace bids will be solicited.
- Replacement of a plow/sander truck, action was taken to lease at the price of \$60,362.00.
- BOE will collaborate with the School Building Committee for the new Turf Field Installation at the High School.
- The High School Facade is continuing to be repaired. Brick colors were brought to the board for consideration and purchase.

- The Commissioner of Education, members of the State BOE and the CT. Teachers of the Year Council honored EHS's Geralyn Nelson as one of 8 Semifinalists for the title of CT Teacher of the Year.

The Library Committee-cancelled their December meeting.

The School Building Committee-has not had an Agenda on record since January 20, 2015. The last minutes recorded were May 19, 2015.-Present by Councilwoman Parlato

b. Public Health, Safety, and Welfare

East Haven Town Council Sub-Committee Report January 7, 2020 Subcommittee report for Public Safety/Health and Welfare.

Presented by Councilman Butler, Councilwoman Ruggerio and Councilwoman Parlato.

East Haven Fire Department-East Haven Fire Department held an Active Shooter Drill, training EMS personnel. Early entry vests and helmets were issued for First Responding units. This training was in conjunction with the Police Department and BOE Personnel and there will be continuing education for all buildings and open spaces. With this type of training locally we are the only town to incorporate all groups; police, fire, and BOE in training. Stop the Bleed Training was done with the Police Department and with the Board of Education. Staffing-Two new hires were appointed at the November meeting Firefighter Conor Thomsen and Firefighter Liam Hamil. We wish them luck in their training. Fire Headquarters has been moved up in the Honeywell project for a boiler, they had experienced multiple no-heat issues. Station 4 which is down the shore has been completed.

- The new rescue pumper for Station 3 in Foxon is coming along nicely and will probably be delivered this month with the designation Squad 5. They are working on assigning the current Squad 5 another number. Company 1 has sold their rescue to Public Service.

- They are preparing the 2019 Assistance to Firefighters Grant, and are seeking Protective Clothing for Volunteers.<sup>1</sup>

- The Public Safety Radio Project is progressing as expected.

- A new Battalion Chiefs car has been ordered as well as the Fire Marshal and Training Officers car, they should be delivered no later than mid- February. East Haven Police Department-

- At the last commissioners meeting 10 policies were revised/adopted.

- Discussion on retirement of Sean Moriarty and Sargent Rybaruk.

- Sargent Rybaruk's retirement was accepted by the Commission at a past meeting. Sargent Rybaruk's request was due to his injuries he suffered on the job. We wish Sgt. Rybaruk and Moriarty well.

- Sargent Stephen Paulson was promoted to Lieutenant.

- 2 officers were promoted to Sergeant; Officer Robert Brockett and Officer Finnimore.

- 3 recruit candidates were hired with an expected graduation date of June 2020. Those candidates are Julio Gil-Martinez, Brandon DePalma and Sean Halligan we wish them well in the Academy.

- There are 2 detective vacancies with the recent promotions. Civil Service is in the beginning process of testing. The Police Department is working and coordinating with the Superintendent of Schools and the Fire Department a comprehensive district wide updated School Safety Plan which integrates the program known as ALICE (Alert-Lock-Down-Inform-Counter-Evacuate) in the future.

Presented by Councilwoman Parlato.

Chairman Deko wanted to share some statistics and Chief Marcarelli did a nice job of breaking it down for the Council. In 2019, responded to 5,340 calls for service; 4,052 were for EMS, 67 fire related calls and the Fire Department deserve a round of applause.

c. Finance

Councilwomen Glassman and Lesco and Councilman Balter reported that they attended the December meeting and it was very short and nothing of substance occurred.

d. Public Services, Parks, and Recreation

Councilmen Pacelli, Santino, and Ranfone

Vice Chairman Pacelli indicated that he met with Town Engineer, Kevin White and Superintendent, Charles Coyle they discussed the readiness for the upcoming winter. The trucks are stable but there are a few issues. They are using a substance of salt mixed with molasses, which they have been pre-treating the roads with. One of the issues pending is that we no longer have a Vactor truck to clean catch-basins; the cost of a new Vactor is \$450,000. It is a truck we need to clean the catch-basins, which is mandated by the state of Connecticut. With regard to the parks they are all closed and we are looking to repair any damage from last year. There is a plan in place to replace some of our welcome to the Town of East Haven signs that have been missing for a few years.

Councilman Santino reported that most of you are aware that the Mayor closed the pool down. It was unforeseen, now we have assumed this problem. We need to commend Mayor Carfora for taking the initiative to close the pool, which was not addressed in the past 10 years. This dangerous situation has been ongoing. The pool is being drained we don't have a solution at this time we are looking into other alternatives but it was unsafe and I do commend him for shutting it down.

Chairman Deko stated let us not forget that this is part of the renovation at that site at 200 Tyler Street so it possibly could get addressed.

Vice-chairman Pacelli stated that the Recreation Commission's next meeting will be January 14th 2020; we will attempt to address it at that point.

Councilman Balter stated that he toured the pool with the Mayor, it is extremely dangerous and in disrepair. The main cause of all the rot in the roof and ceiling was due to the decision of the previous administration not to replace the dehumidifier. With water dripping into the electrical panels and black mold throughout, the mayor did the absolute right thing and closing down the pool. At this time the Mayor's office is looking for an alternative solution.

e. Housing and Urban Renewal

Nothing to report.

Chairman Deko entertained a motion to approve the subcommittee reports.

Councilman Maltese made the motion.

Vice-Chairman seconds the motion.

Roll Call Vote-All in Favor. None opposed. No abstentions.

**Approved**

**Item #5**

Vice Chairman Pacelli entertained a motion to consider and act upon approval of the 2020 Schedule of Town Council Meetings.

Councilwoman Hennessey asked why the meetings are now scheduled for 7:30p.m. Attorney Luzzi indicated in the past meetings were always scheduled for 7:30 and public hearings commenced at 7:00 p.m. it gives a better distinction as to when public hearings and meeting commence.

Vice Chairman Pacelli indicated when reading the item that the clerk requested a change to the February 4, 2020 meeting, which will need to be a Special Meeting due to not being 30 days from approval of the schedule.

Councilman Santino moved to approve the Schedule of Town Council Meetings with the change. Councilwoman Lesco seconds the motion.

Roll Call Vote-All in Favor. None opposed. No abstentions.

Motion carried.

**Approved with change to February 4, 2020, as a Special Meeting**

#### **Item #6**

Vice Chairman Pacelli entertained a motion to consider and act upon the approval of the 2020 Schedule of Administrative Services Committee meetings.

Councilman Santino moved to approve the schedule of Administrative Service Committee meetings.

Councilwoman Cesare seconds the motion.

Roll Call Vote-All in Favor. None opposed. No abstentions.

Motion carried.

**Approved**

#### **Item #7**

Vice Chairman Pacelli entertained a motion for the following tax refund resolutions:

- a. To consider and act upon a Resolution to provide a tax refund of \$1,807.90 to LERETA LLC as follows:

LERETA LLC	Reason:	Error in payment by bank.
Attn: Returns & Refunds	Acct./List:	2018-01-0008950
1123 Park View Drive	Total:	\$1,807.90
Covina, CA 91724		

- b. To consider and act upon a Resolution to provide a tax refund of \$910.00 to ACAR Leasing LTD as follows:

ACAR LEASING LTD	Reason:	Vehicle Sold 10/11/18
P.O. Box 1990	Acct./List:	2018-03-0050257
Fort Worth, TX 76101-4106	Total:	\$910.00

- c. To consider and act upon a Resolution to provide a tax refund of \$546.95 to ALLY FINANCIAL as follows:

ALLY FINANCIAL	Reason:	Lease Ended 2/14/18
Louisville PPC	Acct./List:	2017-03-0072417
P.O. Box 9001951	Total:	\$546.95
Louisville, KY		

- d. To consider and act upon a Resolution to provide a tax refunds of \$717.01 and \$574.82 to CAB EAST LLC as follows:

CAB EAST LLC  
P.O. Box 67000  
Department 231601  
Detroit, MI 48267-2316

Reason: Vehicle Sold 11/18  
Acct./List: 2018-03-0052835  
Total: \$717.01

CAB EAST LLC  
P.O. Box 67000  
Department 231601  
Detroit, MI 48267-2316

Reason: Vehicle Sold 12/18  
Acct./List: 2018-03-0052873  
Total: \$574.82

Councilman Santino moved to approve the tax refunds a.-d.  
Councilwoman Glassman seconds the motion.  
Roll Call Vote-All in Favor. None opposed. No abstentions.  
Motion carried.

**a.-d. Approved**

#### **Item #8**

Vice Chairman Pacelli entertained a motion to consider and act upon a resolution authorizing Joseph Carfora, as Mayor of the Town of East Haven or his designee, who in this instance is Stacy Gravino, the Town Clerk of the Town of East Haven is authorized and directed to execute and deliver any and all documents on behalf of the Town of East Haven and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such documents. The purposes of such agreements and funds are specific to, and solely related to the upgrade of the Land Management Systems utilized in the town clerk's office.

Chairman Deko recognized Town Clerk, Stacy Gravino.

Ms. Gravino addressed the Council, stated that the current system does not meet their needs. Switching companies will be the best way to meet the needs of the office and the public. At this time we are nearing the end of our contract and she believes it's in the best interest of the town to switch companies.

Town Attorney, Michael Luzzi asked the Town Clerk to give an explanation with regard to the systems hardware.

Town Clerk, Gravino further explained that they will receive 3 public search terminals and they also will be providing us with two scanners, a cashing station, indexing and a station for dog licensing and vital statistics, which will be served by a third party. There is also a component that you can search the land records from your home computer for all the maps that we have on our system. We should save about \$3,000 a year with this improved system. It is a much better system than we're currently using

With this new system Animal Control can access to see if a dog is licensed in the evening and weekends instead of waiting until the office is open or using a printed copy provided to them.

Vice-chairman Pacelli asked if you will have a database of microchipped dogs.

Town Clerk, Gravino stated they will not, it is not mandated by the state.

Councilwoman Parlato asked if there will be any downtime when transferring all the information.

Town Clerk, Gravino indicated it should be approximately one day of downtime when one company transfers their information to the other company. Everything will be transferred over and there will be a slight lag time. They will also obtain all the maps and microfilm that we have stored.

Councilman Balter stated that this is an IQS system and you will be contracting it for 5 years correct? Is there a reason why five years was selected?

Town Clerk, Gravino stated that is the contract that is offered by this company and is the most cost-effective where we are locking in the cost.

Councilman Balter indicated that it's \$4.50 per document, and is this system used for anything else?

Town Clerk, Gravino stated it'll be used for birth, death and marriage licensing. Also, land records and trade name certificates and DD-214's will be on this system.

Councilman Balter questioned the fee schedule.

Town Clerk, Gravino stated its \$4.60 per document, they do offer a flat fee but there is no cost saving for the town. The flat fee would be \$2,000 per month and if you have a bad month you would still be paying that same amount vs. paying by document in the slower months.

Councilman Balter indicated that for a flat fee it would be \$24,000 a year so you do not anticipate going over that amount.

Town Clerk, Gravino stated the funds we get from the \$2 per copy are set up with the company to offset the monthly cost.

Councilman Balter stated when someone prints online there is a \$2 charge and that comes back to the town.

Town Clerk, Gravino indicated it offsets the monthly charge, to date she has always budgeted for \$17,000 per year and has never exceeded that amount. The fee of \$4.60 encompasses just the land records not dog licensing.

Councilwoman Cesare asked if this would give one the ability to register their dogs online.

Town Clerk, Gravino indicated it is a possibility; unfortunately, our Finance Department does not have those capabilities at this time in order to institute.

Councilwoman Hennessey asked if there is training and what is the time frame.

Town Clerk, Gravino stated training on site for one week and via phone call anytime. This is a great system used by most town clerks in the state.

Councilman Santino moved to approve.

Councilwoman Cesare seconds the motion.  
Roll Call Vote-All in Favor. None opposed. No abstentions.  
Motion carried.

**Approved**

#### **Item #9**

Vice Chairman Pacelli entertained a motion to consider an act upon a resolution approving and authorizing Mayor Joseph Carfora, or his designee to sign a "Memorandum of Agreement with regard to the use of State of Connecticut Emergency Management Performance Grant Funds between the Town of East Haven and the State of Connecticut Emergency Management and Homeland Security.

Fire Chief Marcarelli indicated that he and the Mayor as the CEO of the Town need to sign an agreement with the State to manage, care, and control any equipment utilized by the town and its neighboring towns. In order to buy any equipment the State gives \$15,000 which is a matching cost to buy supplies.

Vice Chairman Pacelli asked if other town's house and receive assets.  
Fire Chief Marcarelli indicated yes.

Councilwoman Parlato indicated that the contract from the State has a typo on page 5.

Councilman Ranfone asked if we utilize the military North-Star program and didn't we have a 2.5 ton truck for emergencies.

Fire Chief Marcarelli indicated yes and successfully and that piece of equipment is now obsolete.

Councilman Maltese moved approve.  
Councilman Balter seconds the motion.  
Roll Call Vote-All in Favor. None opposed. No abstentions.  
Motion carried.

**Approved**

#### **Item #10**

Vice Chairman Pacelli entertained a motion to consider and act upon a correction to a typographical error with regard to the account number receiving the transfer for Fire House Repairs Station 4, Account 99-3-05 for "An Ordinance Reallocating \$100,000 of Capital Funds to Capital Account #99-3-05 (Fire Station 4) and From Accounts 99-1-03 (Land Improvement) and 99-01-05 (Roof Repair.)" dated November 12, 2019.

Chairman Deko set up that some members might be familiar with this ordinance, when it was presented to the council it had the incorrect account number, which was a landfill account this is to correct the are account number to where the funds are being transferred.

Councilman Santino moved to correct the error.  
Vice-chairman Pacelli seconds the motion.  
Roll Call Vote-All in Favor. None opposed. No abstentions.  
Motion carried.

**Approved**

Councilman Santino move to adjourn the meeting.  
Vice-chairman Pacelli seconds the motion.  
Roll Call Vote-All in Favor. None opposed. No abstentions.  
Motion carried.  
Meeting adjourned at 8:14 p.m.

Respectfully submitted,

Roberta A. DeLuca  
Council Clerk