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Passcode: 652781

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6:45 PM – Special Town Meeting

A special meeting of the electors and citizens qualified to vote in town meetings of the Town of Berlin, will be held at the Berlin Town Hall, Council Chambers, 240 Kensington Road, Berlin, CT on Tuesday, May 21, 2024 at 6:45 p.m. for the following purposes:

To approve a non-budgeted appropriation of \$800,000 from General Fund Unassigned Fund Balance to the Transportation Alternatives Grant Match Account.

(Please note: To participate and vote during a Town Meeting when using Zoom you will need to identify yourself by name and address and have a working camera that is “on” during the Town Meeting.)

TOWN OF BERLIN
TOWN COUNCIL MEETING
Tuesday, May 21, 2024
Town Council Chambers (in person)
Remote Meeting
7:00 P.M.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. AUDIENCE OF CITIZENS

E. MAYOR’S UPDATE

F. MEETING AGENDA – Immediately Following the Mayor’s Update

G. CONSENT AGENDA:

1. Topic re: Accept a donation of \$9,830 and to deposit these funds in to the Myrna Pauloz Senior Center Donation Account and appropriate said funds to Senior Center Budget, Furniture Account, Computer Account, and Programs and Activities Account. – Senior Center

2. Topic re: Approve Metro Swim Shop to sell swimsuits, caps, goggles, bungee cords, etc. on a date in June 2024 at Percival Pool to participants on the Berlin Dolphin Swim Team and to waive the vendor fee of \$200.00. – Parks and Recreation
3. Topic re: Approve donating one meeting room table to The Lion's Club and move to donate up to eighteen meeting room tables to a neighboring library if the purchasing department is unable to sell them in one weeks' time. Approximate value of nineteen tables is \$380.00. – Berlin-Peck Memorial Library
4. Topic re: Accept monetary donations totaling \$182.03 and deposit \$16.91 into the friends of the library miscellaneous account to be used for program supplies and deposit \$165.12 into the friends of the library credit card account for the purchase of summer reading prizes and program supplies. Move to accept the donation of books with an approximate value of \$22.95 to be added to the appropriate department collection. – Berlin-Peck Memorial Library
5. Topic re: Approve the request of Linda Iovanna, Chief Executive Officer of CCARC to waive the Building Permit Fee for replacement of the Heating System at 1103 Chamberlain Highway with a new Heat Pump System. The total amount of the fee to be waived is \$5,865.00. – Building Department
6. Topic re: Approve the request of CCARC for return of Electrical Permit Fees for work completed at their building on 1103 Chamberlain Highway. The total amount of the fee return is \$270.00. – Building Department
7. Topic re: Approve the request of CCARC for return of a Building Permit Fee for construction of an ADA Handicap Ramp. Total fee \$2,160.00. – Building Department
8. Topic re: Accept the donations of \$12,800 and appropriate the funds to the Police K9 Program Expenditure Account. – Police Department
9. Topic re: Accept the donation of \$650 and appropriate the funds to the Supplies Expenditure Account. – Police Department
10. Topic re: Approve permission for consumption of alcoholic beverages (BYOB) at Timberlin Park Pavilion for the Vincent Carbonell - SACC (Spanish American Cultural Club) annual picnic for approximately 45 people on Saturday, June 8, 2024, 9:00 a.m. to 6 p.m. A buffet style meal will be served. Insurance will be obtained. – Parks and Recreation
11. Topic re: Approve Valerie Zimmer of Mama Mia's Ice Cream Truck to be authorized to sell ice cream, snacks and beverages at the following parks and playgrounds: Clark's Grove, Percival Pool and Sage Park. – Parks and Recreation
12. Topic re: Approve permission for consumption and serving of alcoholic beverages (open bar of beer, wine, hard seltzer) at Pistol Creek for Kristen Bryant for a Bridal Shower for approximately 40 adults on Saturday, September 14, 2024, from 11 AM to 5 PM. Food will be served buffet style. Insurance will be obtained if permission is granted. – Parks and Recreation

H. NEW BUSINESS:

1. Topic re: Authorize a non-budgeted appropriation of \$800,000 from General Fund Unassigned Fund Balance to the Transportation Alternatives Grant Match Account and to refer this matter to the Board of Finance. Also refer the proposed sidewalks project to the Planning and Zoning Commission for a report pursuant to Section 8-24 of the Connecticut General Statutes. – Economic Development
2. Topic re: Report from the Plan of Conservation and Development Implementation Committee – Economic Development/Planning and Zoning
3. Topic re: Discussion on Disc Golf Proposal. – Parks and Recreation
4. Topic re: Authorize the Town Manager to award bid # 2024-12 to the lowest bidder, Country Disposal Services, LLC of North Haven for the testing, transport, and disposal of various environmentally regulated materials at a rate of \$110.00 per ton through June 30, 2026. – Public Works
5. Topic re: Authorize the Town Manager to execute an agreement entitled "Acceptable Recyclables Processing Agreement" between Bristol Resource Recovery Facility Operating Committee and the Town of Berlin and Murphy Road Recycling, LLC. – Public Works
6. Topic re: Approve the proposal from current on-call mechanical contractor F.J. Hubeny of Plainville, CT in the amount of \$46,500 for the design, engineering, and installation of air conditioning equipment to service the second floor of the South Kensington Fire House as this is in the best interest of the Town. - Facilities
7. Topic re: Approve a transfer of \$56,000 into the Public Buildings Generator account in the Capital Nonrecurring Fund from the DEEP Silver Lake account (\$25,000) in the Economic Development Fund, Community Connectivity Grant account (\$19,400) in the Economic Development Fund and Storm-Related Overtime (\$11,600) in the General Fund, pending approval by the Board of Finance. Move to award bid no. 2024-11 to Northeast Generator of Bridgeport, CT in the amount of \$56,000 which includes a 30 percent project contingency pending approval of transfers by the Board of Finance. – Facilities
8. Topic re: Approve an estimate from on-call contractor BMA Construction of Berlin, CT in the amount of \$29,970 which includes a 30 percent project contingency for re-roofing and related carpentry work at the Berlin Senior Center portion of no. 31 Colonial Drive as this is in the best interest of the Town. - Facilities
9. Topic re: Award bid no. 2024-13 through 23 for On-Call Services and approve expenditures both cumulatively and single encumbrances over \$25,000 and up to \$50,000 per bid no., per vendor for fiscal years 2024-2026, while not exceeding the total contractual services approved budget in each department per fiscal year, to the following vendors as this is in the best interest of the Town:

Jacunski Humes Architects of Berlin, CT
Friar Associates of Farmington, CT

Russell & Dawson, Inc. of East Hartford, CT
 Antinozzi Associates, P.C. of Bridgeport, CT
 BOTTEGA + Architecture of Mansfield, CT
 EDM Architecture & Engineering of Unionville, CT
 General Builders, LLC of Wethersfield, CT
 Aresco Construction Company of Middletown, CT
 ERC Locksmith of Waterbury, CT
 Calvert Safe & Lock of Derby, CT
 Accurate Commercial Doors and Hardware Services, of Bristol, CT
 Bigelow Electric, Inc. of Berlin, CT
 Priority 1 Electric LLC of Berlin, CT
 T&T Electrical Contractors, Inc. of Hartford, CT
 Sustainable Engineering Solutions LLC of Rocky Hill, CT
 Salamone & Associates, P.C. of Wallingford, CT
 Cardinal Engineering Services of Meriden, CT
 Silver Petrucelli & Associates of Hamden, CT
 Loureiro Engineering Associates, Inc of Plainville, CT
 BETA Group, Inc. of Hartford, CT
 SLR International Corporation of Chesire, CT
 Douglas Mechanical Services of Berlin, CT
 Air Temp Mechanical Services of Berlin, CT
 Francis J. Hubeny, Inc. of Plantsville, CT
 Central Mechanical Services of Cromwell, CT
 PM & C of Hingham, MA
 JMB Plumbing of Berlin, CT
 Greenwood Industries, Inc. of Glastonbury, CT
 Offshore Construction of Manchester, CT
 BMA Construction of Berlin, CT
 Architectural Glass & Storefront of Berlin, CT
 Mirek Masonry of Newington, CT
 EnviroMed Services, Inc. of Meriden, CT
 EnviroPlan LLC of West Hartford, CT
 John Turner Consulting of Wethersfield, CT
 Mystic Air Quality Consultants of Groton, CT - Facilities

10. Topic re: Discussion and possible action concerning the search for a new Town Manager. – Town Clerk

I. APPOINTMENTS:

1. **Cemetery Committee – Vacancy – Alternate** – Replacement term would be until January 31, 2027. Can be filled with a D, R or U.
2. **Conservation Commission – Vacancy – Alternate** – Term would be until January 31, 2026. Can be filled with a D or U.

3. **Constables – 4 Vacancies** – Terms would be until December 2025. Can be filled with R, D or U with no more than a bare majority to be from one political party (Section 8-6).
4. **Housing Authority** – Santina Turner’s term expired March 31, 2024. She does not wish to serve another term. She has served as the Resident/Commissioner. Replacement would be until March 31, 2029. Can be filled with a D or U.
5. **Inland Wetlands & Water Courses Commission – Vacancy – Alternate** - Replacement would be until January 31, 2026. Can be filled with a D, R or U.
6. **Inland Wetlands & Water Courses Commission – Vacancy – Alternate** - Replacement would be until January 31, 2026. Can be filled with a D, R or U. (Depending on the above appointment).
7. **Mattabassett District – Vacancy** – Replacement term would be until September 1, 2026. Can be filled with a D, R or U.
8. **Plainville Area Cable Television Advisory Council (PACTAC) – 2 Vacancies** – New terms would be until June 30, 2025. Can be filled with a D, R or U. There are only two members from Berlin for this board.
9. **Public Building Commission – Vacancy** – Replacement term would be until January 31, 2029. Can be filled with a D, R or U.
10. **Veterans’ Commission – Vacancy** – Replacement term would be until January 31, 2027. Can be filled with a D, R or U.
11. **VNA – Vacancy** –Replacement would be until January 31, 2027. Can be filled with a D, R or U.
12. **VNA – Vacancy** - Replacement term would be until January 31, 2027. Can be filled with a D, R or U.
13. **VNA –Vacancy** - Replacement term would be until January 31, 2027. Can be filled with a D, R or U.
14. **VNA –Vacancy** - Replacement term would be until January 31, 2027. Can be filled with a D, R or U.
15. **Water Control Commission – Alternate – Vacancy** – Term would be until January 31, 2026. Can be filled with a D, R or U.
16. **Water Control Commission – Alternate – Vacancy** –Term would be until January 31, 2027. Can be filled with a D, R or U (Depending on the above two appointments).

J. TOWN MANAGER’S REPORT:

K. SPECIAL COMMITTEE REPORTS:

L. COUNCILORS' COMMUNICATION:

M. ACCEPTANCE OF MINUTES:

May 7, 2024

N. ADJOURNMENT