

Berlin Town Council Chambers is inviting you to a scheduled Zoom meeting.

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Meeting ID: 841 9729 3085

Passcode: 266234

+1-305-224-1968

TOWN OF BERLIN
TOWN COUNCIL MEETING
Tuesday, June 4, 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 donations to the Berlin Animal Control Donation Account for \$ 125.00 and supplies valued at \$ 263.52. - Animal Control
2. Topic re: Authorize the Town Manager to approve the request of the Berlin Lions Club to waive the \$60. Building Permit Fee for the temporary tent at the Wine Tasting Event on May 18, 2024. – Building Department
3. Topic re: Transfer \$397,390.16, as detailed on the accompanying spreadsheet to be attached to the minutes, to cover year-end transfers in identified accounts. - Finance
4. Topic re: Approve waiving the Police fees in the estimated amount of \$2,416.47 for St. Paul Parish summer concert that will take place on Friday July 18, 2024. – Police Department
5. Topic re: Accept the donations of \$3,597 and appropriate the funds to the Police Cadet Program Expenditure Account. – Police Department

6. Topic re: Accept the donations of \$1,300 and appropriate the funds to the Police K9 Program Expenditure Account. – Police Department

H. PUBLIC HEARING:

NOTICE IS HEREBY GIVEN that the Town of Berlin will conduct a public hearing on Tuesday, June 4, 2024 at 7:00 p.m. to discuss the 2024 Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program and to solicit citizen input. The meeting can also be accessed via Zoom. Please refer to the Town of Berlin Website at www.berlinct.gov for more information regarding the meeting link.

The Connecticut Neighborhood Assistance Act Tax Credit Program provides a tax credit to business firms that make cash investments in qualifying community programs conducted by tax exempt or municipal agencies. The community programs must be approved by both the municipality in which the programs are conducted and by the Department of Revenue Services (DRS). A tax credit equal to 100% of the cash invested is available to business firms that invest in energy conservation projects. Tax exempt entities desiring to obtain benefits under the NAA must complete an application and submit it to the municipal agency overseeing the implementation of the proposal. The overseeing municipal agency then completes their portion of the application and submits it to DRS on or before July 1 of each year. Prior to submitting the application to DRS, each municipality must hold a public hearing on all program applications. The governing body of the municipality must vote to approve the programs.

This year, there were two proposals submitted from the Prudence Crandall Center, one from CCARC, Inc., and one from the Community Outreach & Optimum Performance (Co-Op). The Prudence Crandell Center provides a comprehensive array of services to victims of domestic violence to Berlin residents, schools, and community groups. CCARC, Inc. provides services for people with intellectual and developmental disabilities through a continuum of services and the Community Outreach & Optimum Performance (Co-Op) provides students, sport and non-sport, chances to advance socially, emotionally, and physically through various sports programs as well as literacy, self-advocacy, and mental skills training. All three groups service the Berlin community and surrounding towns and wish to submit proposals for the 2024 Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program.

The public hearing will also give citizens an opportunity to make their comments known on the proposed project. If you are unable to participate in the public hearing, you may direct written comments to Arosha Jayawickrema, Town Manager, 240 Kensington Road, Berlin, CT 06037, or you may telephone 860-828-7003. Additional information may be obtained at the above address between the hours of 8:30 a.m. to 4:30 p.m. Monday through Wednesday, 8:30 a.m. to 7:00 p.m. Thursday and 8:30 a.m. to 1:00 p.m. Friday.

All are encouraged to participate. The hearing is accessible to the handicapped. Any disabled persons requiring special assistance or non-English speaking persons should contact Jen Ochoa, ADA Coordinator, at 860-828-7010 at least five days prior to the hearing.

The Town of Berlin promotes fair housing and makes all programs available to low- and moderate-income families regardless of age, race, color, religion, sex, national origin, sexual preference, marital status, or handicap.

Equal Opportunity/Affirmative Action

I. NEW BUSINESS:

1. Topic re: Presentation by Brian Humes of Jacunski Humes Architects, LLC regarding the Space Needs Assessment for the Community Senior Center. – Parks and Recreation
2. Topic re: Approve the request by Kerin Heemsoth to move forward with her video proposal for the Berlin Community Center and Senior Center. – Parks and Recreation
3. Topic re: Approve waiving the Town’s bidding requirements for New England Uniforms to pay current and future invoices up to \$45,000 for uniforms and equipment using funds as are available in the Police Uniform account for the remainder of this fiscal year since this is in the best interest of the Town. – Police Department
4. Topic re: Discussion and possible action concerning the budgets. – Town Clerk
5. Topic re: Authorize the Town Manager to retain the services of Pulman & Comley to prepare bond authorization documents for athletic facility improvements, and authorize the Town Manager to schedule and advertise for a Public Hearing to be held Tuesday, June 18, 2024, at 7:00 p.m. on an ordinance entitled “An Ordinance Appropriating \$2,000,000 for Athletic Facility Improvements (2024) and Authorizing the Issue of \$2,000,000 Bonds of the Town to Meet Said Appropriation, and Pending the Issuance thereof, the Making of Temporary Borrowings for such Purpose”. - Finance
6. Topic re: Authorize the Town Manager to retain the services of Pullman & Comley to prepare bond authorization documents in the amount of \$1,300,000 for Police Radio System Upgrades, and to authorize the Town Manager to schedule and advertise for a Public Hearing to be held Tuesday, June 18, 2024, at 7:00 p.m. on an ordinance entitled, “AN ORDINANCE APPROPRIATING \$1,300,000 FOR POLICE RADIO SYSTEM UPGRADES (2024) AND AUTHORIZING THE ISSUE OF \$1,300,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION, AND PENDING THE ISSUANCE THEREOF, THE MAKING OF TEMPORARY BORROWING FOR SUCH PURPOSE”. - Finance
7. Topic re: Authorize the Town Manager to retain the services of Pullman & Comley to prepare bond authorization documents in the amount of \$1,100,000 for Town roof replacements, and to authorize the Town Manager to schedule and advertise for a Public Hearing to be held Tuesday, June 18, 2024, at 7:00 p.m. on an ordinance entitled, “AN ORDINANCE APPROPRIATING \$1,100,000 FOR

TOWN ROOF REPLACEMENTS (2024) AND AUTHORIZING THE ISSUE OF \$1,100,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION, AND PENDING THE ISSUANCE THEREOF, THE MAKING OF TEMPORARY BORROWING FOR SUCH PURPOSE”. - Finance

8. Topic re: Approve a transfer from Non-Taxable Election Workers for \$4,400.00 and Supplies for \$3,000.00 to the Elected Personnel for \$6,800.00; Workers Compensation for \$75.00 and Social Security for \$525.00 for a total amount of \$7,400.00 to cover additional hours worked by the Registrars of Voters pending approval by the Board of Finance. - Registrars of Voters
9. Topic re: Authorize the Town Manager to accept the Grant Commitment Notification for Mary E. Griswold Elementary School, project # 007-001 HVACN (HVAC Indoor Air Quality Grant Program for Public Schools) in the amount of \$1,243,928.71. Also receive the Griswold HVAC grant into the State & Federal Grants account and appropriated to the State HVAC Grant account in the Griswold HVAC Fund. – Board of Education
10. Topic re: Approve the Town Manager to accept the Grant Commitment Notification for Richard D. Hubbard Elementary School, project # 007-002 HVACN (HVAC Indoor Air Quality Grant Program for Public Schools) in the amount of \$1,895,589.46. Also receive the Hubbard HVAC grant into the State & Federal Grants account and appropriated to the State HVAC Grant account in the Hubbard HVAC Fund. – Board of Education
11. Topic re: Affirm prior support for proposals from the Prudence Crandall Center, CCARC, Inc., and The Community Outreach & Optimum Performance (Co-Op) for the 2024 Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program. – Town Manager
12. Topic re: Discussion and possible action concerning the search for a new Town Manager. – Town Clerk

J. 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 – Vacancy** (Resident/Commissioner) Term 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 term 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.

K. TOWN MANAGER’S REPORT:

L. SPECIAL COMMITTEE REPORTS:

M. COUNCILORS’ COMMUNICATION:

N. ACCEPTANCE OF MINUTES: May 21, 2024

O. ADJOURNMENT