

TO: The Honorable Mayor and Town Council

FROM: Arosha Jayawickrema, Town Manager

DATE: May 31, 2022

SUBJECT: Charter Revision Membership

Summary of Agenda Item:

The Town Council will need to appoint a new member to Charter Revision. According to the charter:

Section 4-4-1 Board of Finance. Qualification and Election of Members. The Board of Finance shall consist of six (6) members who shall be electors of the town and shall, while members of said Board, hold no other elective or appointive office, nor be an employee of the town...

Action Needed:

Move the appointment for Charter Revision.

Attachments:

None

Prepared By: Kate Wall, Town Clerk



Agenda Item No. 15
Request for Town Council Action

TO: The Honorable Mayor and Town Council

FROM: Arosha Jayawickrema, Town Manager

DATE: June 2, 2022

SUBJECT: Violation of the Ethics Policy and Code of Ethics

Summary of Agenda Item:

At its meeting of February 1, 2022, the Town Council requested to receive copies of the transcripts of the Board of Ethics meetings to understand the violation. The transcripts have been provided to the Town Council.

Action Needed:

Update on Complaint 2021-001 the violation of the Ethics Policy and Code of Ethics.

Attachments:

Prepared By: Kate Wall, Town Clerk



Please return application to:

Town Manager's Office • 240 Kensington Road • Berlin, CT 06037

TOWN OF BERLIN

Application for Appointment to Boards and Commissions

I, the undersigned am interested in community service and provide this information for the use of the Town Council in considering my qualifications for appointment to a Town board or commission.

Please list your Board/Commission preference below:

1. Central CT Health District

2. _____

Name: Lecia J Paonessa

Telephone No.: 860 209-4199

Home Address: 1906 Chamberlain Hwy
(Note: To apply, you must be a resident of Berlin)

Number of years in Berlin: 16

Email Address: Leciajp@comcast.net

Are you a Registered Voter? yes
(Note: To apply, you must be a Registered Voter in Berlin)

Party Affiliation: R

CCSU BA 1995
Educational Background (optional)

Town of Berlin Public Works Secretary
Present Employment (company/position)

240 Kensington Road Berlin CT 06037
Business Address

Current and Past Civic/Community Involvement: Working for the Town and taking minutes for 3 commissions keeps me busy within the community.

Tell us why you feel qualified for this appointment: I am currently serving as a Director, and am willing to continue volunteering my time.

Can you think of any reason that a conflict of interest could arise if you were appointed? no

Signature: Lecia J Paonessa Date: 5/16/22

1. We encourage you to attend meetings of any board or commission you are interested in joining and request information about the specific duties and responsibilities involved.
2. The information that you provide will be used by the Town Council in making appointments and may be used in news releases if you are appointed.
3. If you have additional information that you want to provide, please attach extra pages.
4. If appointed, please remember the importance of attending the meetings. By Charter, the Town Council may remove a board member if three consecutive meetings are missed without justifiable cause. The Council shall make final determination as to what constitutes justifiable cause in considering such removal.



Central
Connecticut
Health
District

May 17, 2022

The Honorable Mark Kaczynski
Mayor
Town of Berlin
240 Kensington Road
Berlin, CT 06037

Re: Board of Health Position

Dear Mayor Kaczynski:

This is to notify you that the term of appointment to the Central CT Health District Board for Lecia Paonessa expires on June 30, 2022. Please advise re: reappointment of Mrs. Paonessa or the appointment of another Berlin representative for a new 3-year term. This will extend from July 1, 2022 to June 30, 2025. I have spoken with Lecia and she would like to be reappointed.

Please note that an appointee whose term runs out on June 30th cannot be seated for board meetings held after July 1 until officially reappointed.

For your information, a list of the Board of Health members from Berlin with their terms and an informational sheet on the Board of Health are enclosed.

Please contact Charles Brown, Secretary-Treasurer for the Board and Director of Health, or me directly if you have any questions or need more information (telephone 860-828-8445 or pjchecko@comcast.net).

Thank you for your attention to this matter and for the continued support of the Town of Berlin.

Sincerely,

A handwritten signature in cursive script that reads "Patricia J. Checko".

Patricia J. Checko, DrPH
Chairman
Board of Health

Enclosures (2)

Cc: Charles K. Brown, Jr.
Arosha Jayawickrema, Town Manager
Kate Wall, Town Clerk

2080 Silas Deane Highway, Suite 100, Rocky Hill, CT 06067

P (860) 785-8380 F (860) 785-8533 www.ccthd.org

PUBLIC HEALTH for BERLIN, NEWINGTON, ROCKY HILL, WETHERSFIELD

**CENTRAL CONNECTICUT HEALTH DISTRICT (CCHD)
BOARD OF HEALTH**

Briefing for Potential Board Candidates

What the Board of Health is

CCHD has a fourteen-member governing Board made up of the Director of Health and members of the public appointed by each of the four-member towns. Board members serve staggered 3-year terms and can be reappointed. Except for the Director of Health, these Board positions are voluntary and are not compensated.

What the Board of Health Does

Board members represent the needs and interests of member towns, but their primary responsibility is to the Health District and its governance. They do this by: assessing public health needs; determining the overall direction for the Health District and the services it provides; developing both agency and public health policy; establishing and enforcing public health regulations and ordinances; overseeing the district's budget and financial affairs; employing a Director of Health for a three-year term as its chief executive officer; and working collaboratively with the Director on all the above.

Time Commitment

- The Board meets on the third Thursday of each month at 6:30 PM for about two hours. Currently meeting sites are rotated each month among the four member towns. Beginning this fall (2018) meetings will be held at the new CCHD headquarters in Rocky Hill.
- Board members are asked to serve on at least one committee (such as Finance, Human Resources or Governance or one of the special committees). These each meet about once per month for about two hours and in different places in the four member towns. Beginning this fall (2018) meetings will be held at the new CCHD headquarters in Rocky Hill.
- Board members are also invited, but not required, to attend the annual CCHD presentation to their respective town councils; the annual issuance of National Public Health Week proclamations by their town councils each spring; an annual CCHD reception for volunteers in April; special public health meetings of interest to Boards of Health at the State Capitol or elsewhere; and other local or state public health events during the year.

Board Member Qualifications

None are specified in state law or by local ordinance. The Board of Health welcomes adults of all ages, backgrounds and walks of life. Appointment may be by the mayor or the town council of the member town depending on each town's charter. Note: access to email is not required but would be most helpful to the Board member and to the Agency.

For More Information

- About the Board of Health please contact Pat Checko, Chairman of the CCHD Board, at (860-828-8445) or email: pjchecko@comcast.net
- About a Board of Health appointment, please contact your mayor's office.

CENTRAL CONNECTICUT HEALTH DISTRICT

BOARD OF DIRECTORS, 2021-2022

BERLIN	NEWINGTON	ROCKY HILL	WETHERSFIELD
Raymond Jarema 56 Wildermere Road Berlin, CT 06037 Home: 860-828-1293 Mobile: 860-538-0200 Email: raviarema@hotmail.com Term: 07/01/20 – 06/30/23	Jerilyn Nagel 1175 Willard Avenue Newington, CT 06111 Home: 860-666-5763 Mobile: 860-992-3942 Email: jerilynagel@yahoo.com Term: 07/01/20 – 06/30/23	Judith A. Sartucci 23 Brimfield Way Rocky Hill, CT 06067 Home: 860-563-7083 Mobile: 860-690-5869 Email: jasartucci@cox.net Term: 07/01/19 - 06/30/22	Ann Marie Diloroto 143 Eastern Drive Wethersfield, CT 06109 Home: (860) 563-1130 Email: none Term: 07/01/19 – 06/30/22
Lecia Paonessa 1906 Chamberlain Highway Berlin, CT 06037 Home: 860-828-3271 Mobile: 860-209-4199 Email: leciaip@comcast.net Term: 07/01/2019 -06/30/22	Roy Zartarian 25 Stuart Street Newington, CT 06111 Home: 860-667-9571 Mobile: 860- Email: rzartarian@gmail.com Term: 07/01/19 – 6/30/22	Marti Stiglich 214 Woodfield Crossing Rocky Hill, CT 06067 Home: 860-257-3663 Email: none Term: 07/01/20 – 06/30/23	Deborah Henault 59 Burwood Road wethersfield, CT 06109 Home: (860) 563-1029 Mobile: (860) 794-8348 Email: deborahhenault@sbcglobal.net Term: 07/01/21 – 06/30/24
Patricia Checko (Board Chairman) 1276 Worthington Ridge Berlin, CT 06037 Home: 860-828-8445 Mobile: 860-221-8888 Email: pchecko@comcast.net Term: 07/01/20 – 06/30/23	David Wemett 42 Vivian Street Newington, CT 06111 Home: 860-994-3057 Mobile: Email: David.wemett@gmail.com Term: 07/01/21 – 06/30/24	Barbara Gilbert 25 Deming Rd Rocky Hill, CT 06067 Home: 860-721-1315 Cell: 860-209-5757 Email: bgilbert115@yahoo.com Term: 07/01/19-06/30/22	Dianne Doot 420 Church Street Wethersfield, CT 06109 Home: Cell: (860) 508-6894 Email: diannedoot@gmail.com Term: 07/01/20 – 6/30/23
<div>Vacancy</div>			
<div>Charles K Brown Jr. Secretary-Treasurer of Board/Director of Health 2080 Silas Deane Highway Rocky Hill, CT 06067 Office: 860-721-2828 Mobile: 860-888-4985 Email: cbrown@cccthd.org Term: 09/29/21 - 09/28/23</div>			

Peter Zarabozo

Town of Berlin | Generated 5/19/2022 @ 5:38 pm by OnBoard2 - Powered by ClerkBase

Status

Name
Peter Zarabozo

Application Date
5/19/2022

Expiration Date
5/19/2121

Board Member
Peter Zarabozo

Status
Validated

Board	Vacancies	Status
Conservation Commission ✓	2	Pending

Basic Information

Name
Peter Zarabozo

Contact Information

Address
158 Ellwood Rd
Berlin, CT 06037

Resident
Yes

Phone
203-715-7321

Email
PETEZAR33@GMAIL.COM

Occupation

Employer
UCONN Health

Job Title

Registered Nurse

Other Questions

Question #1

Number of years in Berlin

2

Question #3

Current and Past Civic/Community Involvement

Planning and Zoning - Alternate 1 year + Plan of Conservation and Development Committee VNA Board - 1 year +

Question #4

Tell us why you feel qualified for this appointment

Volunteer and worked with statewide and local conservation and trail maintenance groups on and off for several years. Deep familiarity with all Open Space and Conservation properties in Berlin/Kensington area.

Question #5

Can you think of any reason that a conflict of interest could arise if you were appointed?

None - would resign from Planning and Zoning if appointed to this board.

Question #6

Are you a Registered Voter? (To apply, you must be a Registered Voter in Berlin)

Yes.

Political Party

What is your political party affiliation?

Unaffiliated

Generated 5/19/2022, 5:38:14 PM

Karen A Pagliaro

Town of Berlin | Generated 6/1/2022 @ 1:44 pm by OnBoard2 - Powered by ClerkBase

Status

Name

Karen A Pagliaro

Application Date

1/16/2022

Expiration Date

1/16/2121

Board Member

Karen Pagliaro

Status

Validated

Board	Vacancies	Status
Conservation Commission	2	Pending

Basic Information

Name

Karen A Pagliaro

Contact Information

Address

221 Stillmeadow Lane
Kensington, CT 06037

Resident

Yes

Phone

8608283288

Email

kpagliaro8@gmail.com

Occupation

Employer

HHC

Job Title

Other Questions

Question #1

Number of years in Berlin

35

Question #2

Educational Background (optional)

UConn

Question #3

Current and Past Civic/Community Involvement

member of Conservation Commission since 2020 as an alternate, previously served 2000 to 2017 on Conservation Commission

Question #4

Tell us why you feel qualified for this appointment

Please see above, am an active member who goes to meetings, has a passion for the town of Berlin and the conservation areas in town

Question #5

Can you think of any reason that a conflict of interest could arise if you were appointed?

None

Question #6

Are you a Registered Voter? (To apply, you must be a Registered Voter in Berlin)

Yes

Political Party

What is your political party affiliation?

Democrat



Please return application to:

Town Manager's Office • 240 Kensington Road • Berlin, CT 06037

TOWN OF BERLIN

Application for Appointment to Boards and Commissions

I, the undersigned am interested in community service and provide this information for the use of the Town Council in considering my qualifications for appointment to a Town board or commission.

TOWN OF BERLIN
21 AUG 16 AM 9:28

Please list your Board/Commission preference below:

1. Conservation Commission

2. _____

Name: Karen Pagliaro

Telephone No.: 860-878-5708

Home Address: 221 Still Meadow Lane Kensington

Number of years in Berlin: 34

(Note: To apply, you must be a resident of Berlin)

Email Address: kpagliaro8@gmail.com

Are you a Registered Voter? Yes

Party Affiliation: D

(Note: To apply, you must be a Registered Voter in Berlin)

UConn Bachelor of Science in Nursing

Educational Background (optional)

HHC

Present Employment (company/position)

181 Patricia Genova Dr., Newington CT 06111

Business Address

Current and Past Civic/Community Involvement: _____

Conservation Commission, 2020-present, presently alternate member/ member 2011-2017

Library Board 4/2020 until present

Tell us why you feel qualified for this appointment: have served on this board for a total of 8+ years, Community

Garden Coordinator for 6 yrs, passionate about this topic

Can you think of any reason that a conflict of interest could arise if you were appointed? no

conflict of interest identified

Signature: Karen Pagliaro, electronically signed

Date: 8/13/21

1. We encourage you to attend meetings of any board or commission you are interested in joining and request information about the specific duties and responsibilities involved.
2. The information that you provide will be used by the Town Council in making appointments and may be used in news releases if you are appointed.
3. If you have additional information that you want to provide, please attach extra pages.
4. If appointed, please remember the importance of attending the meetings. By Charter, the Town Council may remove a board member if three consecutive meetings are missed without justifiable cause. The Council shall make final determination as to what constitutes justifiable cause in considering such removal.

Karen A. Pagliaro, RN, BSN

221 Still Meadow Lane

Kensington, CT 06037

860.878.5708

Email: kpagliaro8@gmail.com

SUMMARY OF QUALIFICATIONS

Experienced in health care that includes Medicare and Medicaid guidelines, Community Resources and Connecticut State regulations; an effective problem solver, manager of staff and resources; deals effectively with multiple tasks and conflicting priorities.

PROFESSIONAL EXPERIENCE

9/2007 to present **Hartford HealthCare**

5/2020 to present **Hartford HealthCare Community Network, Newington CT**

Director, Community Relations

Oversees building existing and new community strategic relationships on behalf of the Community Network division.

- Manages Fund and grant raising on behalf of the Community Network
- H3W Leadership Behaviors Credentialed Facilitator
- HRO Credentialed Facilitator
- Nursing Peer Support Colleague
- Assists the Community Network with participation in Medical Missions, Hartford HealthCARES and the Colleague Assistance Fund
- Plans and coordinates divisional events, influenza clinics and the Nightingale Awards
- Oversees the administration of Covid-19 vaccinations at the HHC CT Convention Center vaccine clinic, over 83,000 vaccinations given between 12/28/20 and present
- Plans and coordinates homebound vaccinations working with various health districts

9/2007 to 5/2020

Hartford HealthCare at Home, Wethersfield, CT

(03/2015 to 5/2020)

Director of Community and Government Relations

Directs all grant related opportunities, oversees grant programs including Meals on Wheels, Nurturing Families Network; directs community influenza clinics, community clinics, and acts as a liaison for state government.

- Heart of the Agency Award, October 2008.
- H3W Credentialed Leadership Behaviors Facilitator
- Liaison to Assisted Living Facilities
- Emergency Management Coordinator
- Interim Director Hospice, Center for Hospice Care
- Regional Director of Clinical Operations, Southington
- Branch Director, Cheshire
- Clinical Supervisor, Glastonbury

(01/12-03/2015)

(1/11-12/11)

(09/07-01/11)

/1984 to 9/2007 Visiting Nurse Association of Central Connecticut, Inc.
 • Held various roles including certified staff nurse, Hospice Nurse, Hospice On-Call and Director of Community Affairs

EDUCATION University of Connecticut, Storrs, CT
 Bachelor of Science Degree in Nursing

APPOINTMENTS Notary Public
 4/15/2019 to 4/30/2024

AWARDS/ASSOCIATIONS/CLUBS

2021	Citation from the CT General Assembly recognizing work at a first responder/Covid Vaccine Clinics
2019	Nightingale Award for Excellence in Nursing
2019	Ella Grasso Women in Leadership Award
2017	American Lung Association, Award for Innovation Approaches to Offer Vaccinations
2005 to present	Dr. Lorraine G. Spranzo Scholarship Selection Committee (Community Foundation of Greater New Britain)
2005 to present	Corporator, Hospital of Central CT (HOCC)
2018 to present	Pet Therapy Volunteer Team: HOCC/Arbor Rose Assisted Living/Miller Memorial
2018 to present	Tails of Joy, Volunteer Board of Directors (June 2021-present)
4/2020 to present	Board of Directors, Berlin Peck Memorial Library, Town of Berlin
3/2020 to present	Commissioner, Conservation Commission, Town of Berlin
2011 to 2017	Commissioner, Conservation Commission, Town of Berlin
2013 to 2020	CAHCH – Government Relations Committee
2017 to 2019	Town Council, Town of Berlin, CT
1990 to 2011	Junior Woman's Club of Berlin, Inc. Past President 1995/1996, 2009/2011, Outstanding Member 1995

Join Zoom Meeting

<https://berlinc-t-gov.zoom.us/j/82504607952?pwd=VmpMT0F4aUFDRlYyMjMzYnRRbTZyZz09>

Meeting ID: 825 0460 7952

Passcode: 475888

+1 929 205 6099 US (New York)

**TOWN OF BERLIN
TOWN COUNCIL MEETING
AMENDED MINUTES
Tuesday, April 19, 2022
Town Council Chambers
Remote Meeting
7:00 P.M.**

A. CALL TO ORDER

Mayor Kaczynski called the Town Council meeting to order at 7:00 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Those in attendance were:

Councilor Jack Fazzino
Mayor Mark Kaczynski
Councilor Brenden Luddy
Councilor Charles Paonessa
Councilor Peter Rosso
Councilor Mike Urrunaga
Councilor Donna Veach

Also in attendance:

Town Manager Arosha Jayawickrema
Corporation Counsel Jeffrey Donofrio

D. AUDIENCE OF CITIZENS

Heidi Kropf, 225 Ellwood Road & Lorraine Stub, 2270 Chamberlain Highway – Ms. Kropf stated that she and Lorraine Stub volunteer with the Berlin Historical Society. This year marks 300 years since Kensington was granted permission to change its' name from The Great Swamp Parish of Farmington to Kensington in 1722. To celebrate this the Historical Society would like to work with the Town to hang banners on the black lamp posts in Kensington Village. These banners would be 2'x3', double sided, depict historic images of Kensington, and be made locally by Vital Signs at a cost of \$110 each. They are hoping to have nine banners made at a cost of just under \$1000. Steve Wood of Parks and Grounds will order banner brackets and his crew will hang the banners.

Ms. Knopf added that she thinks these attractive and educational banners would create interest, conversation, and pride in Berlin history. She also hopes that the brackets could be used in the future to announce other events such as the Farmer's Market, Upbeat Picnic, the Berlin Fair, and the tree lighting ceremony.

Ms. Knopf provided examples of the banners including the Seven Sisters Bridge, the interior of the old Kensington train station, the original Berlin Savings Bank, and the train underpass to the Town Council. She stated that they would all say, "Celebrate Kensington 300 years 1722-2022". They are hoping for a Spring installation.

There was the thought of the Historical Society working with Economic Development to do a block party and Mayor Kaczynski stated that there had been discussion with businesses in the Kensington Village area of doing events this summer and maybe that could be combined with the Historical Society's idea.

Town Manager Jayawickrema stated that an agenda item requesting a \$1000 contribution from the Town for the banners will be incorporated into the next Town Council meeting.

Councilor Veach stated that the volunteers at the Berlin Historical Society do a wonderful job and give back immensely to the community. Without people like Heidi and Lorraine doing what they do the Town would not have the history and preservation of its' community that we do today.

E. MAYOR'S UPDATE

- Mayor Kaczynski inquired about having signs made and posted for the upcoming Budget Referendum. The Town Manager stated that he will inquire with Vital Signs.
- The Mayor inquired about having the pie chart flyer included with upcoming tax bills. The Town Manager stated that they will be included.
- The Gold Star Family Memorial dedication will be Saturday April 23rd at 1:00 p.m. Woody Williams, the last living Medal of Honor recipient from World War II, is expected to be at the ceremony.
- Economic Development has reported outstanding business growth with increased construction and development in Town. A number of new businesses have opened with 43 ribbon cuttings and ground breakings since September 2020.
- The Town has won their lawsuit with Rio Vista. Corporation Counsel Donofrio explained that the Town had two pieces of litigation filed against it with one being an appeal against the Planning and Zoning Commission by Rio Vista Associates. That appeal was from the Planning and Commission's denial of various complications filed by Rio Vista with respect to property that was the subject of litigation that settled in 2008. The judge dismissed that appeal.

The other litigation was a declaratory judgement action brought by Rio Vista Associates against the Town seeking to have the restrictive covenant in the settlement agreement declared invalid. The Town filed a motion for summary judgement on that claim and that was granted as well.

Mayor Kaczynski thanked Corporation Counsel Donofrio and Coppola, as well as Atty. Chuck Andres who was hired as the Town's expert, for their work on this.

- Charter Revision will be discussed later in tonight's meeting.

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

G. CONSENT AGENDA:

1. Topic re: Approve the request of Berlin Lions Agricultural Fair to waive Building permit fees for replacing the siding on their building. The total amount of the fee to be waived is approximately \$525.00. - Building
2. Topic re: Accept donations to the Berlin Animal Control Donation Account for \$ 55.00 and Pet food valued at \$ 1010.00. – Animal Control
3. Topic re: Accept monetary donations totaling \$320.00 for the Berlin Peck Memorial Library and deposit \$320.00 into the library agency account to be used for the acquisition of books and to purchase books in memory of Eileen Barriere and move to accept the donation of books with an approximate value of 185.78 and add them to the appropriate collection. – Berlin-Peck Memorial Library
4. Topic re: Approve Debra Tubbs of Rock N Roll Ice Cream Truck to sell ice cream, snacks and beverages at the following parks and playgrounds: Percival Pool, Demore, Dinda, Bittner Jr. Memorial Pool, Sage Park, Little Peoples Playground, and the Friendship Place at Willard School. – Parks and Recreation
5. Topic re: Approve acceptance of the donation to the fishing derbies in the amount of \$200 for the Berlin Parks and Recreation Departments youth fishing derbies to be held on Saturday April 23 and Saturday April 30, 2022 at Sage Park Pond from 8 AM to 10 AM. – Parks and Recreation
6. Topic re: Approve Alex Joslyn of J&S Soccer Camps, LLC to charge a registration fee of \$125 for two separate J & S Youth Soccer Camps which will take place June 20-23, 2022 from 5:00PM – 7:00PM at Percival Field and on August 15-19, 2022 from 5:00PM – 8:00PM on Sage Auxiliary at Sage Park. Both camps will have approximately 30 children. – Parks and Recreation
7. Topic re: Approve request by Saint Paul School to have field usage fees, not to exceed an amount of \$960 waived for the school soccer team practices at Percival Soccer Field and Willard Soccer Field for a number of dates in April, May and June 2022. – Parks and Recreation

8. Topic re: Approve accepting a 6' mahogany bench valued at \$250 with a 9" X 3" plaque to be placed at Paper Goods Pond in memory of Sandra Thomson Lund. – Parks and Recreation

Councilor Luddy moved to accept the Consent Agenda as presented.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

H. PUBLIC HEARINGS

“AN ORDINANCE APPROPRIATING \$2,800,000 FOR WATER LINE REPLACEMENT ON THE BERLIN TURNPIKE AND AUTHORIZING THE ISSUE OF \$2,800,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION, AND PENDING THE ISSUANCE THEREOF, THE MAKING OF TEMPORARY BORROWING FOR SUCH PURPOSE”.

Copies of said proposed ordinances are on file open to public inspection at the Office of the Town Clerk.

Following the public hearing the Town Council is expected to consider and act upon the bond ordinances.

Mayor Kaczynski convened the public hearing at 7:18 p.m. on the \$2,800,000 Water Line Replacement bond ordinance which is the subject of this public hearing and stated that the ordinance is available to the public and may be obtained at this meeting from the Town Clerk.

Mayor Kaczynski asked if there is a motion and a second to read the title of the following proposed ordinance and to waive the reading of the remainder of the ordinance, incorporating its full text into the minutes of this meeting.

Councilor Luddy moved to waive the reading of the ordinance and incorporate the wording of the ordinance into the record.

Seconded by Councilor Paonessa.

Those voting in favor: Councilor Fazzino, Councilor Luddy, Councilor Paonessa, Councilor Rosso, Councilor Urrunaga, Councilor Veach, Mayor Kaczynski

Those voting against: None

Vote being 7-0 (MOTION CARRIED)

AN ORDINANCE APPROPRIATING \$2,800,000 FOR WATER LINE REPLACEMENT ON THE BERLIN TURNPIKE AND AUTHORIZING THE ISSUE OF \$2,800,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION, AND PENDING THE ISSUANCE THEREOF, THE MAKING OF TEMPORARY BORROWING FOR SUCH PURPOSE.

No public comments were made.

Mayor Kaczynski closed the public hearing at 7:21 p.m.

I. NEW BUSINESS:

1. **Topic re: Waive Rule Seven and adopt “AN ORDINANCE APPROPRIATING \$2,800,000 FOR WATER LINE REPLACEMENT ON THE BERLIN TURNPIKE AND AUTHORIZING THE ISSUE OF \$2,800,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION, AND PENDING THE ISSUANCE THEREOF, THE MAKING OF TEMPORARY BORROWING FOR SUCH PURPOSE” be adopted. – Water Control**

Town Manager Jayawickrema introduced this item by stating this motion is to waive rule seven and adopt the ordinance presented at tonight’s Public Hearing.

Water Control Manager Ray Jarema stated that a bid opening was held this afternoon for this project. The bids need to be further reviewed but he believes that at this point in time the amount of this appropriation looks good.

Councilor Luddy moved to waive Rule Seven and adopt “AN ORDINANCE APPROPRIATING \$2,800,000 FOR WATER LINE REPLACEMENT ON THE BERLIN TURNPIKE AND AUTHORIZING THE ISSUE OF \$2,800,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION, AND PENDING THE ISSUANCE THEREOF, THE MAKING OF TEMPORARY BORROWING FOR SUCH PURPOSE”.

Seconded by Councilor Paonessa.

Those voting in favor: Councilor Fazzino, Councilor Luddy, Councilor Paonessa, Councilor Rosso, Councilor Urrunaga, Councilor Veach, Mayor Kaczynski

Those voting against: None

Vote being 7-0 (MOTION CARRIED)

2. **Topic re: Waive the bidding requirements for GPRS, LLC to allow for additional leak detection work for an amount not to exceed \$2,000.00, as this is in the best interest of the Town. – Water Control**

Water Control Manager Jarema stated that earlier this year GPRS, LLC conducted a full analysis of the Berlin water distribution system, and four significant leaks were detected. The major leak was repaired, while three other leaks required more detailed analysis to determine their exact locations before considering how to precede. This additional work requires going over the \$10,000 spending threshold. Mr. Jarema added that the savings that is going to be seen from the water that is no longer leaking is going to be almost \$81,000 per year.

Councilor Luddy moved to waive the bidding requirements for GPRS, LLC to allow for additional leak detection work for an amount not to exceed \$2,000.00, as this is in the best interest of the Town.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

3. **Topic re: Allow the Town Manager to enter into a Fire Marshal Mutual Aid agreement with the Cromwell Fire District. – Fire Marshal**

Fire Marshal Steve Waznia stated that the Cromwell Fire District requested the Town of Berlin take into consideration entering into a Mutual Aid agreement to share Fire Marshal services when staff from either office may not be available to respond to an incident.

Councilor Rosso inquired if Cromwell would be covered under Worker's Compensation. Mr. Waznia stated that they would be covered under their own department and would also be paid by their own department.

Councilor Luddy moved to allow the Town Manager to enter into a Fire Marshal Mutual Aid agreement with the Cromwell Fire District.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

4. **Topic re: Waive the town's bidding procedure for Atlantic Golf and Turf for specific chemicals, seed, and equipment parts in an amount not to exceed \$16,000 as this is in the best interest of the town. – Timberlin Golf Course**

Acting Director of Golf Jerry Salvio stated that the golf course has reached the \$10,000 spending threshold due to unforeseen substantial increases in the cost of chemicals, seed, and select parts for equipment.

Councilor Luddy moved to waive the town's bidding procedure for Atlantic Golf and Turf for specific chemicals, seed, and equipment parts in an amount not to exceed \$16,000 as this is in the best interest of the town.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

5. **Topic re: Waive the town's bidding procedure for Turf Products Corporation as they are the sole source provider for Toro parts and service in an amount not to exceed \$19,000 as this is in the best interest of the town. – Timberlin Golf Course**

Acting Director of Golf Salvio stated that the golf course has reached the \$10,000 spending threshold with Turf Products Corporation, the sole source provider for Toro parts and services. Due to the age of the equipment more funds are needed to maintain and repair the existing fleet.

Councilor Luddy moved to waive the town's bidding procedure for Turf Products Corporation as they are the sole source provider for Toro parts and service in an amount not to exceed \$19,000 as this is in the best interest of the town.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

6. Topic re: Update on Branding/Awareness Campaign For The Town of Berlin – Economic Development

Economic Development Director Chris Edge stated that additional marketing monies were approved in the 2021-2022 budget for the Economic Development Commission and the Economic Development Department. With all the new businesses opening in Berlin and the construction taking place, now is the time to spread the word to those outside of Berlin.

Tonight's presentation will introduce the Town Council to an effort that will be launched that will allow the Town of Berlin to brand itself as the place to be with the tagline *It's All In Berlin – Home to Community & Opportunity* as a way to bring people to Berlin to live, play, and spend money.

Mr. Edge stated that the Town website is great at providing information about services provided by the Town but so much is going on in Berlin that the Town needs to think more about economic development and tourism. A long-term goal is the development of the website, itsallinberlin.com.

The first step in the process is social media via Instagram and Facebook. There currently is no Berlin-centric hashtag for people to share good news, a great meal at a local restaurant or a good buy at a local business. Using #itsallinberlin will link all those good experiences in a central location. Partnering with local and regional media outlets will help get the word out about the campaign. Mr. Edge added that this hashtag has been in place for about a week with 81 followers so far.

Mr. Edge stated that work will begin with RJ Media Group, the parent company of the Berlin Citizen, on branding. He will also be connecting with social media experts, video experts and a website creator. The current year budget will fund setting up the website and launching the campaign by setting up social media. The fiscal year 2022-2023 budget includes a request for additional marketing and promotion funds.

The Town of Berlin has over \$80 million in development slated over the next 24 months. The Town has put a lot into the community over the years and the private sector is following it with their own money and that is what we should be telling people about. Mr. Edge added that of the over 40 ribbon cuttings held since Covid began, about 27 of those businesses are woman-owned and they would be appreciative of the Town's support with this campaign.

Councilor Fazzino stated that for many people their first point of contact with any town is what is seen online, so having all this information concentrated in one place in a visually appealing way hits the nail on the head. He thanked Mr. Edge for all he has done and continues to do for Berlin. Mr. Edge stated that it is because of town leadership and the willingness to be creative that a campaign like this can exist.

Mr. Edge added that for anyone interested, he provides "windshield tours" of Berlin highlighting many areas of growth and development changing the face of this community. Councilor Fazzino stated that he had taken a tour with Mr. Edge and learned so much about the town by seeing it from a different perspective, he also learned how the town is laid out and organized. He added that observing the great diversity of businesses was really encouraging for the future of Berlin.

Mayor Kaczynski stated that over 700 jobs have been created in Berlin in the past few years. Mr. Edge added that he would love to see the *It's All In Berlin* campaign material included in businesses HR packets for new employees.

Councilor Luddy added that he loves Mr. Edge's enthusiasm.

NO ACTION NEEDED

7. Topic re: Approve a tax abatement for Alen Cecunjunin for the renovation of 797 Farmington Avenue of 50% in year 1, 40% in year 2, and 30% in year 3 per the town's tax abatement policy. – Economic Development

Economic Development Coordinator Edge stated that Alen Cecunjunin has submitted an application for the renovation of Cornerstone Restaurant at 797 Farmington Avenue. This tax abatement would be based on the increase in assessed value resulting from the improvements. The Economic Development Commission recommends Town Council's approval of this tax abatement.

Councilor Luddy moved to approve a tax abatement for Alen Cecunjunin for the renovation of 797 Farmington Avenue of 50% in year 1, 40% in year 2, and 30% in year 3 per the town's tax abatement policy.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

8. Topic re: Approve a tax abatement for Kevin M. Budney Lifetime Trust for the construction of a 10,000 square foot building at 131 New Park Drive of 50% in year 1, 40% in year 2, and 30% in year 3 per the town's tax abatement policy. – Economic Development

Economic Development Director Edge stated that the Kevin M. Budney Lifetime Trust has submitted an application for the construction of a 10,000 square foot building at 131 New Park Drive. This is the first building to be constructed on the former golf driving range property. The Economic Development Commission recommends Town Council's approval of this tax abatement.

Councilor Luddy moved to approve a tax abatement for Kevin M. Budney Lifetime Trust for the construction of a 10,000 square foot building at 131 New Park Drive of 50% in year 1, 40% in year 2, and 30% in year 3 per the town's tax abatement policy.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

9. Topic re: Authorize the Town Manager to execute the attached subordination agreements with respect to the Town's right of first refusal to purchase 921 Farmington Avenue, recorded in Volume 697, page 1136 of the Berlin Land Records, subject to the review and approval of Corporation Counsel. – Economic Development

Economic Development Director Edge stated that the Town has the right of first refusal for property located at 921 Farmington Avenue. The owners of the property are in the process of obtaining

financing from Liberty Bank and the bank is requesting subordination by the Town of its' right of first refusal on the property.

Councilor Luddy moved to authorize the Town Manager to execute the attached subordination agreements with respect to the Town's right of first refusal to purchase 921 Farmington Avenue, recorded in Volume 697, page 1136 of the Berlin Land Records, subject to the review and approval of Corporation Counsel.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

10. Topic re: Approve utilizing the State of Connecticut Department of Administrative Services Contract #22PSX00008 for the purpose of reconstructing/paving of Town roadways and other paving projects. – Public Works

Public Works Director Mike Ahern stated that each year the Public Works Department coordinates the reconstruction of Town roads which consists of pavement milling/reclaiming, restoration, and placement of bituminous surfaces. These services are bid with the Department of Administrative Services and staff is asking Town Council to approve the use of State Contract #22PSX00008 which Public Works, other Town departments, and the Board of Education can also utilize.

Mr. Ahern stated that there is an asphalt-escalation factor built into DOT contracts but at this time the cost is less than last year.

Councilor Luddy moved to approve utilizing the State of Connecticut Department of Administrative Services Contract #22PSX00008 for the purpose of reconstructing/paving of Town roadways and other paving projects.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

11. Topic re: Authorize the Town Manager to enter into a unit price contract to purchase Asphalt Pavement Crack Filling Services utilizing CRCOG Contract #721 with the most cost-effective and qualified contractor. – Public Works

Public Works Director Ahern stated that Public Works staff reviewed pricing for crack sealing from both the State of Connecticut Department of Administrative Services and Capitol Region Council of Governments (CROG) for crack sealing materials and found the most economical pricing withing the CRCOG contract.

Councilor Luddy moved to authorize the Town Manager to enter into a unit price contract to purchase Asphalt Pavement Crack Filling Services utilizing CRCOG Contract #721 with the most cost-effective and qualified contractor.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

12. Topic re: Authorize the Town Manager to enter into a unit price contract to purchase street line painting services utilizing CRCOG Contract #725 with the most cost- effective and qualified Contractor. – Public Works

Public Works Director Ahern stated that Staff has chosen to utilize established unit prices offered through CRCOG Contract #725 which secures pricing for various pavement marking strategies that can be utilized throughout the community. Due to variations in markings and unit prices between vendors, the Public Works Department will select the most cost effective and responsible contractor to perform the task at hand.

Councilor Luddy moved to authorize the Town Manager to enter into a unit price contract to purchase street line painting services utilizing CRCOG Contract #725 with the most cost- effective and qualified Contractor.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

13. Topic re: Authorize the Town Manager and Staff to apply to the Connecticut Department of Transportation for the Federal Local Bridge Program, for replacing Glen Street Bridge No. 06955. – Public Works

Public Works Director Ahern stated that the Town Council approved emergency repairs to the Glen Street Bridge in December 2021. New England Road, Inc has completed the repairs which addressed impacts from Hurricane Ida and previous storm flow. The bridge has now been stabilized until it can be rehabilitated or replaced.

Public Works staff met with the Connecticut Department of Transportation (DOT) at the bridge on April 1, 2022 to discuss eligibility of this bridge for the Federal Local Bridge Program which provides 80% reimbursement to towns for eligible bridge design and construction. DOT confirmed that this bridge meets the criteria for the federal program and can assist with the preparation of an application at no cost to the Town and bridge design with their on-call engineering firms.

Mr. Ahern added that the Public Works Department would come back to the Town Council when the application is approved to present the total cost the Town would need to fund.

Councilor Luddy moved to authorize the Town Manager and Staff to apply to the Connecticut Department of Transportation for the Federal Local Bridge Program, for replacing Glen Street Bridge No. 06955.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

14. Topic re: Increase the Willard School HVAC design contract with Friar Architecture of Farmington, CT to \$12,800, as this is in the best interest of the Town. – Public Works

Public Works Director Ahern stated that the Public Building Commission (PBC) engaged Friar Architecture (Friar) to prepare related site work and interior-related design drawings and specifications for the Willard HVAC project. Friar has completed this work and has been requested

to prepare the upfront portion of the bid package. Friar's original proposal scope was only intended to assist the PBC on a Time and Material basis during the bid process and not to prepare the actual bid package.

The PBC is requesting that the contract amount be increased by an additional \$2,801 so Friar can complete the entire contract document and bid package for the project and assist the PBC and Town Purchasing Agent in issuing the Invitation to Bid.

Councilor Luddy moved to increase the Willard School HVAC design contract with Friar Architecture of Farmington, CT to \$12,800, as this is in the best interest of the Town.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

15. **Topic re: Accept transfer to the Town of 1.01 acres of MBL 1-4-10-1 north of West Lane with parking improvements for the purposes of conservation area parking as depicted on plan entitled The Preserve at Shuttle Meadow, Sheet D4, Construction Details - Trail Head Parking prepared for The Preserve SM, LLC dated December 2, 2021, revised to March 21, 2022, Prepared by Harry E Cole and Sons, Plantsville, CT, and subject to a clean Phase I ESA (if the Town opts to obtain the same) and the review and approval of satisfactory transaction documents by Corporation Counsel and to authorize the Town Manager to execute such transaction documents as are necessary to effectuate the transfer. – Planning and Zoning**

Town Planner Maureen Giusti stated that the developers of a multi-family development off West Lane have proposed dedicating an area for parking to serve users of the Ragged Mountain Preserve Trails. The Berlin Planning and Zoning Commission (PZC) voted unanimously at its' March 17, 2022 meeting to forward a favorable recommendation to Town Council for acceptance of this 1.01 acre parcel.

Ms. Giusti clarified that if the development proposal is approved by the PZC the applicant would improve the parking area with an asphalt apron, driveway and as required for handicap parking stalls, gravel surface, drainage, and pedestrian path to the Ragged Mountain trail head. The parking layout shows the area could accommodate approximately 45 vehicles. The applicant proposes making these improvements to alleviate parking demand along West Lane prior to construction disturbance in the areas currently used for on-street trail parking.

Councilor Luddy moved to accept transfer to the Town of 1.01 acres of MBL 1-4-10-1 north of West Lane with parking improvements for the purposes of conservation area parking as depicted on plan entitled The Preserve at Shuttle Meadow, Sheet D4, Construction Details - Trail Head Parking prepared for The Preserve SM, LLC dated December 2, 2021, revised to March 21, 2022, Prepared by Harry E Cole and Sons, Plantsville, CT, and subject to a clean Phase I ESA (if the Town opts to obtain the same) and the review and approval of satisfactory transaction documents by Corporation Counsel and to authorize the Town Manager to execute such transaction documents as are necessary to effectuate the transfer.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

J. TOWN MANAGER'S REPORT:

- The Town's Labor Counsel Kevin Roy of Shipman and Goodman is moving on. With the help of Corporation Counsel Donofrio an RFP was created to bid out the services for labor relations. It is hoped that the new Labor Counselor will be on board by July 1st.
- As a follow-up to the discussion at the last Town Council meeting regarding the Kensington Fire Department parking lot and inquiry into how the Department's furnace replacement was handled, the Town Manager spoke with Fire Administrator Jim Simons who informed the Town Manager that the furnace replacement that occurred about 10 – 15 years ago cost between \$25,000 and \$30,000.

Public Works Director Ahern will be in touch with the paving contractors the Town uses for road reconstruction to obtain pricing on the Kensington Fire Department parking lot repair.

- Governor Lamont will be visiting Berlin High School tomorrow between 9:50 and 11:00 a.m. There will be a presentation regarding Personal Finance and Math curriculum.
- The Gold Star Family Memorial monument will be dedicated on Saturday April 23rd at 1:00 p.m. at the Veterans Memorial Park.

K. SPECIAL COMMITTEE REPORTS:

The Senior/Community Center Advisory Committee report will be presented at the next Town Council meeting.

L. COUNCILORS' COMMUNICATION:

Mayor Kaczynski stated that members will need to be selected for the Charter Revision Committee. He added that language changes to different sections of the Charter need to be reviewed and it would not be as in depth as the 2016 Charter Revision. Town Clerk Kate Wall suggested that whoever the Town Council decides to put on the Committee be aware that they will need to commit to at least two or three months and be available immediately.

Councilor Paonessa stated that he and Representative Veach visited with the Fire Chief at Kensington Fire Department to view the parking lot situation. The Fire Department received quotes from several contractors and that they all had different ideas on how the repair should be handled. Councilor Paonessa believes that the Town does not need to hire a consultant as Public Works staff could provide input on how to treat the pavement and provide direction. Mayor Kaczynski asked the Town Manager to speak with Public Works to begin that process.

Councilor Fazzino stated that today he attended the first ever Berlin High School Career and Job Fair. There were about 20 businesses in attendance and a steady flow of students during the day. He added that he continues to be impressed with the focus on practical education at the high school and it was good to see the mutually reinforcing relationship between Berlin businesses and students.

M. ACCEPTANCE OF MINUTES:

April 5, 2022

Councilor Luddy moved to accept the Town Council Meeting minutes of April 5, 2022.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

N. EXECUTIVE SESSION:

1. Pending Litigations – C.G.S.S. Sec. 1-200 (6) (B) strategy and negotiations with respect to pending claims or pending litigation – Rio Vista

Councilor Luddy moved to go into Executive Session: Pending Litigations – C.G.S.S. Sec. 1-200 (6) (B) strategy and negotiations with respect to pending claims or pending litigation – Rio Vista at 8:28 p.m. Invited in: Town Manager Jayawickrema, Corporation Counsel Donofrio, and Atty. Charles Andres.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

Executive Session ended at 8:50 p.m.

O. ADJOURNMENT:

Councilor Luddy moved to adjourn at 8:50 p.m.

Seconded by Councilor Rosso

Vote being 7-0 (MOTION CARRIED)

Submitted by,

Kathryn J. Wall
Clerk of the Meeting

Join Zoom Meeting

<https://berlinc-t-gov.zoom.us/j/81597533128?pwd=Q0dHT3RZYTFzSUzEvNWlSWnRDU1JyZz09>

Meeting ID: 815 9753 3128

Passcode: 624466

+19292056099US (New York)

**TOWN OF BERLIN
SPECIAL TOWN COUNCIL MEETING
Thursday, May 12, 2022
Town Council Chambers
Remote Meeting
6:00 P.M.**

A. CALL TO ORDER

Mayor Kaczynski called the meeting to order at 6:03 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Those in attendance were:

Councilor Jack Fazzino
Mayor Mark Kaczynski
Councilor Brenden Luddy – *arrived at 6:05 p.m.*
Councilor Charles Paonessa
Councilor Peter Rosso
Councilor Mike Urrunaga
Councilor Donna Veach

Also in attendance:

Town Manager Arosha Jayawickrema
Corporation Counsel Jeffrey Donofrio

D. AUDIENCE OF CITIZENS

None

E. MEETING AGENDA

F. NEW BUSINESS:

1. **Topic re: Form a Charter Revision Commission and appoint the members and the Charter Revision Commission shall submit its draft report by June 16th to the Town Clerk for submission to the Town Council at their June 21st meeting and recommendations to be considered by the Charter Revision Commission. – Town Council**

Mayor Kaczynski moved to form a Charter Revision Commission and appoint five members.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

Mayor Kaczynski moved to appoint Sal Bordonaro, June Daly, Jeff Veach, Joe Aresimowicz, and Julie Erickson to the Charter Revision Commission.

Seconded by Councilor Luddy.

Vote being 7-0 (MOTION CARRIED)

Councilor Luddy moved to appoint Sal Bordonaro as Chair of the Charter Revision Commission.

Seconded by Councilor Paonessa.

Councilor Paonessa questioned if the Chair is normally appointed by the Town Council or by the members. Corporation Counsel stated that there is nothing that dictates who appoints the Chair and considering the short time frame it might be better for the Town Council to appoint.

Vote being 7-0 (MOTION CARRIED)

Mayor Kaczynski moved that the Charter Revision Commission submit its draft report to the Town Clerk by June 16th for submission to the Town Council by June 21st.

Seconded by Councilor Luddy.

Vote being 7-0 (MOTION CARRIED)

Mayor Kaczynski stated that one item to be considered by the Charter Revision Commission (the Commission) is the Berlin VNA, whether that includes changing language in the Charter or removing the VNA from the Charter to allow the Town more latitude to move forward with fixing them so they are not such a drain on the Town's finances.

Councilor Paonessa stated that other areas to be reviewed include the Town Manager residency requirement as well as increasing bid waivers to \$25,000. Mayor Kaczynski stated that Corporation Counsel Donofrio has also found some language that may be need to cleared up.

Councilor Paonessa inquired if there can be a technical change question on the ballot for cleanup revisions. Corporation Counsel replied that was correct but added that the change to Town Manager residency would be a substantive change and would need to be its' own question. He added that the Commission would need to determine what items will be considered for revision and then determine the questions.

Mayor Kaczynski inquired if Corporation Counsel Donofrio could advise the Commission. Attorney Donofrio stated that he is the Town Council's attorney and typically the Commission would have its

own attorney in case any issues arise between the two parties. He added that he can answer any questions the Commission may have about the existing Charter and discuss edits.

Regarding the VNA, Attorney Donofrio stated that the Town has a statutory duty to provide this public health service and currently the Charter specifies only one way of providing that service. He suggests making it more flexible to allow for multiple ways of providing the service whether it be through a third-party outside consultant, the Berlin VNA, or a direct contractor.

Councilor Fazzino inquired if funds need to be appropriated to allow for the Commission's outside Counsel. Attorney Donofrio stated that was correct.

Councilor Fazzino inquired if there was a way to redefine the services provided by the VNA or is it recommended to simply adjust language entirely. Attorney Donofrio stated that it can be done either way as long as the Town provides a mechanism of providing in the Charter how it will satisfy its obligation to provide those services.

Mayor Kaczynski stated that an outside attorney was not used during the last Charter Revision although a member of the Commission was an attorney. Attorney Donofrio stated that Attorney Steven Mednick from New Haven has done a lot of Charter revision in Connecticut and added that Attorney Donofrio could be available to help the Commission initially and then request Attorney Mednick be on-call for any issues that might arise between the Town Council and the Commission.

Councilor Fazzino stated that he agreed with reviewing the Town Manager residency requirement and added he would like to clear up language pertaining to deadlines for appointments to Boards and Commissions if possible.

Town Clerk Kate Wall stated that the Commission may want to appoint a Vice Chair in case the Chair is unable to attend any meetings. The Commission also needs to establish their meeting schedule and schedule their first Public Hearing. The Public Hearing must be held before any substantial recommended changes to the Charter are made and that hearing must be advertised in the newspaper at least five days before it is held.

Ms. Wall proposed that the first Public Hearing be held on May 24, 2022 and suggested that their organizational meeting be held on either May 16th or May 18th. Mayor Kaczynski stated that Chair Bordonaro will contact the Town Clerk.

G. ADJOURNMENT

Councilor Rosso moved to adjourn at 6:22 p.m.

Seconded by Councilor Paonessa.

Vote being 7-0 (MOTION CARRIED)

Submitted by,

Kathryn J. Wall
Clerk of the Meeting

Join Zoom Meeting

<https://berlinc-t-gov.zoom.us/j/85028328633?pwd=Z0Z3YUE0a3hmTGdOTkxBbitINlIHZz09>

Meeting ID: 850 2832 8633

Passcode: 886880

+1 929 205 6099 US (New York) rates may apply

**TOWN OF BERLIN
TOWN COUNCIL MEETING
Tuesday, May 17, 2022
Town Council Chambers
Remote Meeting
7:00 P.M.**

A. CALL TO ORDER

Mayor Kaczynski called the meeting to order at 7:00 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Those in attendance were:

Councilor Jack Fazzino
Mayor Mark Kaczynski
Councilor Charles Paonessa
Councilor Peter Rosso
Councilor Mike Urrunaga
Councilor Donna Veach - *arrived at 7:05 p.m.*

Absent:

Councilor Brenden Luddy

Also in attendance:

Town Manager Arosha Jayawickrema
Corporation Counsel Jeffrey Donofrio

D. AUDIENCE OF CITIZENS:

Marie Maselli, 269 Circlewood Drive – Ms. Maselli stated that her home abuts Pistol Creek, and she is opposed to the proposed off-leash unfenced dog park at Pistol Creek that is a part of tonight's agenda. She stated that she is a dog owner who walks her dog along the trails at Pistol Creek and picks up after it although many dog owners do not and this could lead to a concentrated area of dog defecation.

Ms. Maselli added that having an off-leash area near homes and where the public walks is an unsafe option as it only takes one unfriendly dog to cause a problem. Having this unleashed dog park may also attract many out-of-town dog owners adding to traffic on Spruce Brook Road. She is also

concerned about unleashed dogs chasing after and biting members of the Berlin High School Cross Country team as they use the park. Ms. Maselli does not support the proposed dog park at Pistol Creek but added that she may support it if it were fenced in.

Betsy Piskorski, 249 Winesap Road – Ms. Piskorski stated that her home is located next to the area of Bicentennial Park that has been used as a leash-free dog park for sixteen years. She stated that for all those years she and her neighbors have been trying to get the Town to require dogs be leashed in that park, therefore she agrees with the comments Ms. Maselli made about putting an unfenced area at Pistol Creek.

She added that she is grateful for the No Parking signs posted along the end of her street, but the traffic and speeding is still an issue as people try to visit Bicentennial Park. She would like to see the dog park moved to Pistol Creek but agrees it must be fenced.

Paul Griswold, 336 Toll Gate Road – Mr. Griswold stated that he is not against dog parks, but he is opposed to having it at Pistol Creek as he uses the park for his own enjoyment as well as in his role of coach of the McGee Middle School Cross-Country team. Because of the trails this park is accessible to many including families with young children in strollers as well as those in wheelchairs adding that Pistol Creek was listed in the top 10 of parks in Connecticut even before the handicap parking area and trail was redone. Now the dog park is being proposed in that area which he believes is a step backward. Pistol Creek is full of natural beauty and wildlife. People love this park for what it is and offers even without a dog park.

As cross-country coach his teams have used Pistol Creek for many years. A former Town Manager encouraged the teams to use the park in hopes that more people would take advantage of the facility. The main pathway is a key component of the cross-country course as this is where the teams gather to warm up and is one of only a few areas where parents can gather to watch their kids.

Mr. Griswold added that there has to be an alternate site in town, and he suggested the Community Garden area on Orchard Road. He was told that parking could be an issue there and suggested expanding the parking area and placing a fenced in dog park away from the garden area.

Donna Bovee, Parks and Recreation Commission Chair – Ms. Bovee stated the Berlin Citizen does not do a very good job of providing information on major issues in Town. Unfortunately, Facebook is where a lot of information is shared, and she encouraged residents to read about what is happening in Town there.

Last July the Parks and Recreation Commission provided a summary of their thoughts to the Ordinance Committee regarding Pistol Creek. A main point that was brought up was that due to the high volume of walkers including handicapped individuals, the cross-country teams, and the Parks Department summer camp that is run at the park dogs should be leashed.

Ms. Bovee encouraged the Town Council to reach out to the cross-country team coaches regarding the use of this area for a leash-free dog area. She added that there may be an increase in dog feces in the park which could be a slip-and-fall issue for runners.

The biggest issue for the Parks and Recreation Commission is that the Town installed handicapped parking on the Spruce Brook Road side of the proposed dog park area along with a wide asphalt path that allows easy access to the park. Ms. Bovee stated that if the area is used for a dog park, then the handicapped parking area was a waste of money.

There are times during the week that the Parks Department brings summer campers over to the proposed area and they would need to discontinue that if there are unleashed dogs there.

The Parks and Recreation Commission recommends two other areas in Town for a dog park. The Community Garden area on Orchard Road mentioned by Mr. Griswold, or Town-owned property at the corner of Adkins Street and Division Street on the Middletown town line which includes three lots encompassing about 5 acres. Those lots would require some clearing and perhaps there are volunteers that would offer to do that.

Dan Thurston, 16 Conlin Way – Mr. Thurston stated that it is great to see so many residents coming out to speak about the dog park. Pistol Creek is really an intergenerational space with walkers, joggers, and older residents making use of the pathways throughout the park.

Also on tonight's agenda is the proposed Community Senior Center. He asked to keep in mind that this Center could take on the same role that we are seeing Pistol Creek take on for a large portion of Berlin residents by providing a safe, useful, intergenerational space year-round. Mr. Thurston asked the Town Council to keep in mind the spirit of the Statements of Need from both the Parks and Recreation Commission and the Commission for the Aging so Berlin can have something of value for generations to come.

Peter Zarabozo, 158 Ellwood Road – Mr. Zarabozo stated that he also opposes the off-leash area at Pistol Creek for many of the reasons mentioned this evening. He added that the Town already has a satisfactory off-leash area used by a small group of people at Bicentennial Park which seems to have regulated itself since new signage was installed by the Town.

Mr. Zarabozo believes that the opposition to the off-leash dog area at Bicentennial is only a front for preventing access to the park via Winesap Road. He asked the Town Council to remain cognizant that Winesap Road is the access point to the park, and it should be preserved.

Michael Parzych, 28 Cornfield Drive – Mr. Parzych stated that he is a former runner for Berlin High School and believes that Pistol Creek is a great spot for people to run, jog and spend time with family and friends. He believes that putting the dog park in at Pistol Creek is not necessary because dogs are already there using the park and leaving the space the way it is would be the best thing for the Town.

Adam Vale Da Serra, 1518 Kensington Road – Mr. Vale Da Serra stated he believes Pistol Creek is a great place the way it is set up now. His biggest concern with the proposed leash-free area is it being unfenced if that is the plan.

He understands the concerns of residents of Winesap Road, and he wonders why a parking area cannot be created to move people off the roads for parking. The same for the parking area near the Community Garden on Orchard Road if a dog park were to put in that area.

Mayor Kaczynski stated that tonight's agenda item for a Leash Free Area at Pistol Creek is just a proposal. The suggestions given tonight for parking at Bicentennial or Orchard Road have been investigated and there are conservation issues that would prevent those areas from being created. He added that the Town's Conservation Commission has already voted against a dog park in that area and much of their reasoning has to do with the type of funding used to purchase the property.

Patty Bedard, 79 Winesap Road – Ms. Bedard stated that in the past the conversation has been between groups for and against having a dog park at Bicentennial Park. As a resident of Winesap Road, she wanted to say that the issues have been less about the parking situation and more about dogs being allowed to roam. She believes the greatest concern is with unleashed dogs in general. If a dog cannot be unleashed on the streets, then it should not be unleashed in a park.

Mary-Kathryn LaRose, 26 Woodruff Lane – Ms. LaRose stated that she is a member of the Conservation Commission and was also a member of the exploratory team that went to Pistol Creek to determine the possibility of having an off-leash area there. She stated that the proposed area has natural buffers on either side with thick growth that would be difficult for dogs to go through, and the area would stop well before the bridge so there would not be conflict with others using the park.

Ms. LaRose added that since that visit, they have more heard of more use of the park than anticipated. Maybe modifications to the proposal can be made. Speaking as a Conservation Commissioner she stated that the Conservation Commission does not want any part of conservation land being off leash. Pistol Creek is the only Town owned land not under conservation purview.

Betsy Piskorski stated that Bicentennial Park was always conservation property due to the aquifer. At one time Parks and Recreation oversaw the park and in 2007 a sign was posted stating all dogs must be leashed but that was never enforced. The park is now basically 95% used by dog owners.

Jim Mahoney, Economic Development Coordinator – Mr. Mahoney stated that the issue of how the land for Bicentennial Park was purchased was recently researched by the Town's Corporation Counsel through a title search of the property and it was determined that the property was purchased with State and Federal funds and the land is restricted to open space/conservation use.

Councilor Fazzino asked Mr. Mahoney if the property along Orchard Road was purchased in the same manner. Mr. Mahoney stated that property does contain a conservation easement which may not allow a dog park in that area either.

Marie Maselli – Ms. Maselli wished to respond to a comment about the parking lot at Pistol Creek not always being full and stated that a good number of people that walk there are from the surrounding neighborhoods and therefore do not drive to the park.

Chris Cookson, 305 Brooke Meadow Road – Mr. Cookson stated that he is the parent of two cross-country runners from McGee Middle School who enjoy running at Pistol Creek. He is concerned

about the possibility of blocking off a trail near the proposed off-leash area or having people walk through an off-leash area.

David Francalangia, Berlin High School Athletic Director - Mr. Francalangia stated that as discussed earlier the proposed off-leash area at Pistol Creek is the area used by the cross-country teams. He is particularly concerned because if a dual or tri-meet is held the area marked as “proposed fence” is the area where staging for teams is held. Mr. Francalangia would like to be a part of any further discussions that are held regarding a dog park in Pistol Creek.

Paul Griswold – As coach of the McGee Middle School cross- country team Mr. Griswold stated that the team used to run at Sage Park but because of the amount of black top and running on the access road it was very unsafe and therefore they moved to Pistol Creek. He believes that placing a dog park in the proposed area of that park will be restrictive for his runners as well as for others that use that open space for recreational activities.

E. **MAYOR’S UPDATE:**

None

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

G. **CONSENT AGENDA:**

1. **Topic re: Approve the Friends of Berlin Animal Control to hold a giveaway event at the Berlin Animal Control Facility on one Saturday a month for the months of June, July and August from 11:00AM to 2:00PM. – Animal Control**
2. **Topic re: Accept donations to the Berlin Animal Control Donation Account for \$ 150.00 and hamster supplies valued at \$30.00. – Animal Control**
3. **Topic re: Accept monetary donations totaling \$8,307.07 for the Berlin Peck Memorial Library and deposit \$6,839.00 into the special grants and donation fund and deposit \$50.00 into the John Day donation account and deposit \$110.58 into the media lab account and deposit \$1,307.49 into the friends of the library miscellaneous account to purchase programs, supplies, a museum pass, and database renewal. Move to accept the donation of books with an approximate value of \$110.97 and add to the appropriate department collections. – Berlin-Peck Memorial Library**
4. **Topic re: Accept the donations of \$1025.00 and appropriate the funds to the Supplies Expenditure Account. - Police**
5. **Topic re: Call a Town Meeting on June 7, 2022 @6:45 pm for the purpose of voting to accept the non-budgeted appropriation of the State of Connecticut Local Prevention Council in the amount of \$2,950 for deposit in the Local Prevention Council revenue account and appropriate those funds to the Local Prevention Council expenditure account, subject to approval by the Board of Finance. – Social Services**

6. **Topic re: Approve the request of the Kensington Congregational Church to waive all fees associated with having Berlin Police support at their “Festival on the Hill” on Saturday, June 11, 2022. The approximate fee to be waived is \$589. – Town Manager**
7. **Topic re: Approve Timberlin Golf Club hosting the 2022 Connecticut Amateur Qualifier and waiving the Greens Fees as requested by the CSGA. The range of the Fee Waiver is \$2,460 (60 Players) to \$3,280 (80 Players). – Golf Course**

Councilor Paonessa moved to accept the Consent Agenda as presented.

Seconded by Councilor Veach.

Those voting in favor: Councilor Fazzino, Councilor Paonessa, Councilor Rosso, Councilor Urrunaga, Councilor Veach, Mayor Kaczynski.

Vote being 6-0 (MOTION CARRIED)

H. PUBLIC HEARINGS

The Town Council of the Town of Berlin will meet at Berlin Town Hall, Council Chambers, 240 Kensington Road, Berlin, CT on May 17, 2022, at 7:00 p.m. for the purpose of holding a public hearing on the following proposed plan entitled:

BERLIN AFFORDABLE HOUSING PLAN

Mayor Kaczynski convened the public hearing at 7:52 p.m.

The purpose of this meeting is to provide information on the Berlin Affordable Housing Plan. Copies of said proposed plan are on file open to public inspection at the Office of the Town Clerk.

Following the public hearing the Town Council is expected to consider and act upon the plan.

Dated at Berlin, Connecticut this 6th day of April, 2022.

Town Manager Jayawickrema stated that Francisco Gomes of FHI Studio (FHI) will provide a brief overview of the plan. Economic Development Coordinator Jim Mahoney stated that FHI is the consultant for the Affordable Housing Plan (the Plan). The Plan was presented previously to the Town Council, and this is the Public Hearing.

Mr. Gomes explained that “CT Statute 8-30j: The Affordable Housing Plan Requirement” states that once every five years every municipality in the State of Connecticut must prepare or amend and adopt an affordable housing plan. The Plan is due to the State by June 1, 2022.

The Plan has the following required elements: a values/vision statement, history of affordable housing, a housing needs assessment, a land use and zoning assessment, a housing market assessment, and an implementation strategy.

The formal process for the Plan began in December 2021 with the formation of an Affordable Housing Plan Committee with Corporation Counsel Jennifer Coppola, Economic Development Coordinator Jim Mahoney, and Town Planner Maureen Giusti guiding the development of the Plan. The Committee met several times to discuss the needs of the community with respect to affordable housing.

One of the items the Plan looked to address was Connecticut Statute 8-30g which directs all Connecticut municipalities to aim for a minimum of 10% affordable housing stock. Berlin currently is at 9.02%. Being below the 10% mark means that a developer can potentially bypass local land use controls and zoning regulations by appealing to the courts to build an affordable housing development with the municipality having no control over the size or location of that development.

Affordable housing is defined by the statute as being either deed restricted, government assisted, tenant rental assisted, or mortgage based. Berlin's 9.02% represents a little more than 700 total units with most being government assisted unit. There has been great progress over the last 20 years in Berlin, going from just under 3% to just over 9%.

Connecticut law encourages development of "affordable housing" priced so that households which earn 80% or less of the application median income will spend no more than 30% of their annual income on housing. In Berlin about 17% of ownership households earn less than 50% of the area median income threshold which means those households with an FHA or CHFA loan can only afford a home priced at \$140,000 or less which are price points that are not readily available in Berlin. About 45% of Berlin's renter households earn 50% or less of the area's median rental income.

The Plan's goal is to achieve the development of additional affordable housing units in Berlin that will meet the needs of all Town residents and will result in a total share of affordable housing that exceeds 10% of the Town's total housing supply.

The Plan developed four strategies to assist the Town in reaching that goal. Those are: provide additional affordable home ownership opportunities, provide more affordable housing for seniors, refine existing Zoning Regulations to better support affordable housing, and maintain a focus on expanding the affordable housing supply.

No public comments were made.

Mayor Kaczynski closed the public comments at 8:05 p.m.

Mayor Kaczynski asked for Town Council comments. He then stated that Berlin has worked over the years to have more affordable housing and at 9.02% there are only a few towns in the State ahead of Berlin. There are currently units under construction on Deming Road that will have affordable units, as well as the development on the Berlin Turnpike which will increase our percentage. Senior housing has also been in the planning process but slowed due to financing roadblocks from the State.

Councilor Fazzino stated that he is encouraged by the housing availability for young people who are looking to build a life in town, however he is discouraged by the lack of housing for seniors. He thanked all involved in creating the Plan.

Councilor Fazzino added that he is pleased to see the Plan suggesting increasing the number of deed restricted homes in Berlin as a priority and asked Mr. Gomes to provide insight on what the review of the existing Neighborhood Affordable Housing Development (NAHD) Zoning Regulations would look like and how it would be implemented.

Mr. Gomes first clarified that the number of deed restricted-only homes is very low however deed restriction is also a component of other types of affordable housing therefore there are more than what were identified in the inventory.

Mr. Gomes explained that the review Councilor Fazzino is inquiring about would entail examination of the existing zoning regulations in order to make amendments as needed to encourage or facilitate the creation of deed restricted homes. As to how it is implemented, that is the work that needs to be done. An example is to require a certain number of units in a new development to be deed restricted affordable.

Mayor Kaczynski closed the public hearing at 8:12 p.m.

I. NEW BUSINESS:

1. Topic re: Adopt the Affordable Housing Plan as attached hereto and direct the Town Manager to convey the Plan to the Secretary of the Office of Policy and Management. – Planning & Zoning/Economic Development

Mayor Kaczynski stated that this item was the subject of tonight's Public Hearing. If this motion is accepted and the Affordable Housing Plan is adopted, it will be submitted to the State. The Town will continue working toward providing more affordable housing units.

Councilor Paonessa moved to adopt the Affordable Housing Plan as attached hereto and direct the Town Manager to convey the Plan to the Secretary of the Office of Policy and Management.

Seconded by Councilor Veach.

Those voting in favor: Councilor Fazzino, Councilor Paonessa, Councilor Rosso, Councilor Urrunaga, Councilor Veach, Mayor Kaczynski.

Vote being 6-0 (MOTION CARRIED)

2. Topic re: Update on the Housing Authority – Housing Authority

Town Manager Jayawickrema introduced Housing Authority Chairman Joe Bajorski to present an update on the Housing Authority.

Mr. Bajorski stated that last year the services of Northeast Redevelopment Services Inc (NRS) were attained as developer of the Senior Housing project. NRS was able to secure a \$34 million construction loan which has a two-year payback once funds are drawn. There is a list of items that the Housing Authority must work with the Town on to facilitate meeting the terms of the option agreement, determining what substantiates financial support, etc.

Mr. Bajorski stated that they are approved for 50 units, but they are discussing going to 52 units which is part of the discussion with respect to the option agreement. They were able to obtain funding through green energy-type funding as they will be going to a geothermal process for air conditioning and hot water. Space saving will be attained through the use of the geothermal equipment which will allow for two additional units.

Mr. Bajorski added that the option agreement will need to be extended as the June 30, 2022 deadline will be tight.

NO ACTION NEEDED

3. Topic re: Discussion of Kensington Volunteer Fire Department – Parking Lot – Public Works

Town Manager Jayawickrema stated that the Town Council previously requested Public Works to provide pricing for repair of the Kensington Volunteer Fire Department (KVFD) parking lot.

Public Works Director Mike Ahern stated that last year the KVFD obtained three quotes for the repair of their parking lot which ranged from \$114,000 to \$122,000 which included expanding the parking lot being the neighboring business which had to be taken out of the mix due to permitting issues.

The quotes obtained by the Public Works Department through under a DAS contract are just to repave the existing parking lot without expansion. Galasso Materials of East Granby, CT provided three options ranging from \$52,804 for a total pavement depth of 2.5 inches which staff feels is not the right approach to take, to \$74,675 for a pavement depth of 4 inches which includes a 2-inch binder and re-grading the lot with 100 tons of processed aggregate, to \$78,949 with a pavement depth of 4.25 inches which includes a 3-inch binder and 100 tons of aggregate.

Mr. Ahern stated that current Town funds for paving are from sources that are restricted to Town-owned roads and property therefore another funding source would be required for this project if the Town elects to proceed.

Due to current escalation in asphalt prices and inflation trends staff recommends adding contingency funds to the above quotes.

Councilor Veach inquired about the size of the aggregate to be used. Mr. Ahern stated it would be a 1.5-inch aggregate which Galasso has used on a number of fire house parking lots.

Councilor Rosso inquired of Representative Veach about obtaining State funds for the project as he thought that was the case. Representative Veach stated that was not the case.

KVFD Chief Jeff Pajor explained that in approximately 2018 he approached then State Representative Joe Aresimowicz about the possibility of obtaining State funds for the repairs. Over the course of past three or four years there was back and forth discussions which did not come to fruition. When Representative Veach was elected, Chief Pajor then approached her about the funding idea which was determined not to be feasible.

Chief Pajor stated that the lot is at a point where it is subject to complete failure and the KVFD is out of options on how to pay for the repairs.

Mayor Kaczynski stated that the Town will find a way to fund the repairs as the fire department provides an essential service to the Town. He suggested sending this item to the Board of Finance for their review.

Town Manager Jayawickrema stated that he would be coming to the Town Council with a proposal to fund capital projects previously removed from the budget with surplus funds and possibly this could be added to that.

Councilor Paonessa stated that he strongly encouraged that the \$78,949 option be presented to the Board of Finance.

NO ACTION NEEDED

4. Topic re: Discussion on the proposed Community Senior Center. – Mayor

Mayor Kaczynski stated that the report from the Community Senior Center Advisory Committee was presented to the Town Council at their last meeting and tonight he would like to discuss setting a date for a Public Forum to present this information to the public.

Mayor Kaczynski suggested Thursday June 2nd at 7:00 p.m. at McGee Middle School and possibly also holding a session at 1:00 p.m. at the Senior Center. He asked that printed copies of the report be made available at the Senior Center, Community Center, Library, and Town Hall.

A press release will be published along with information posted on Facebook and the Town's web page.

NO ACTION NEEDED

5. Topic re: Waive the Town's bidding procedures to allow the Parks and Recreation Department to continue to use Vermont Systems for its Recreation Management software in an amount not to exceed \$13,148.10, since this is in the best interest of the town. – Parks and Recreation

Director of Community, Recreation and Park Services Jen Ochoa stated that Vermont Systems is the company that is utilized for records and management software that holds data for program registrations, field rentals, and facility rentals and which has been used by the Town for over 20 years. As part of the Business Continuity Plan this service is now backed up to the cloud which puts the cost over the \$10,000 threshold.

Councilor Paonessa moved to waive the Town's bidding procedures to allow the Parks and Recreation Department to continue to use Vermont Systems for its Recreation Management software in an amount not to exceed \$13,148.10, since this is in the best interest of the town.

Seconded by Councilor Rosso.

Those voting in favor: Councilor Fazzino, Councilor Paonessa, Councilor Rosso, Councilor Urrunaga, Councilor Veach, Mayor Kaczynski.

Vote being 6-0 (MOTION CARRIED)

6. Topic re: Waive the Town's bidding procedure for Dunning Sand & Gravel to provide the topsoil required for the projects on Holes 4, 10, 11 and 17 and the sands required for day-to-day operations in an amount not to exceed \$18,000.00 as this is in the best interest of the Town. – Golf Course

Acting Director of Golf Jerry Salvio stated that Dunning Sand & Gravel of Farmington is the vendor that supplies the golf course with sand and soils. Dunning continues to offer the best quality and best pricing for the amount of material required for ongoing projects and for sands used on a daily basis.

The golf course has expended additional funds with Dunning during the fiscal year due to projects on Holes 4, 10, 11, and 17 as well as sands used in day-to-day operations.

Mayor Kaczynski inquired about the state of the golf course this year. Mr. Salvio stated that the course is doing well. They have had a record year for sales of season passes at about \$30,000 above last year. Greens fees and cart rentals compared to last year have stayed on par. Regarding maintenance at the course a number of trees have been taken down on the course for a variety of reasons.

Town Manager Jayawickrema added that he would like to bring a recommendation to the Ordinance Committee or the Town Council to develop a proposal to put the surplus revenues that the golf course has been recognizing back into Timberlin as there are a tremendous amount of capital needs that need to be addressed and he would prefer to fund those projects with the surplus than ask the taxpayers to pay for them.

Councilor Paonessa moved to waive the Town's bidding procedure for Dunning Sand & Gravel to provide the topsoil required for the projects on Holes 4, 10, 11 and 17 and the sands required for day-to-day operations in an amount not to exceed \$18,000.00 as this is in the best interest of the Town.

Seconded by Councilor Veach.

Those voting in favor: Councilor Fazzino, Councilor Paonessa, Councilor Rosso, Councilor Urrunaga, Councilor Veach, Mayor Kaczynski.

Vote being 6-0 (MOTION CARRIED)

7. Topic re: Utilize State of Connecticut On- Call Roofing Contract JCLM18REG0041 and approve the proposals from Offshore Construction, Inc. of Manchester, CT in the amount of \$241,605.00, which includes a 30 percent project contingency, for the reroofing of no. 15, 35 & 49 Town Farm Lane. – Facilities

Director of Facilities Doug Solek stated that the reroofing project at the Physical Services Complex has been in the works for several years. Several factors were considered in project development to pursue the most cost-effective approach based on a LoCip allocation of \$319,000. It was determined that using a State Contract would be the best approach.

Offshore Construction Inc of Manchester provided reroofing proposals for 15, 35, and 49 Town Farm Lane in the amount of \$185,850. A 30% contingency is being requested.

Councilor Paonessa moved to utilize State of Connecticut On- Call Roofing Contract JCLM18REG0041 and approve the proposals from Offshore Construction, Inc. of Manchester, CT in the amount of \$241,605.00, which includes a 30 percent project contingency, for the reroofing of no. 15, 35 & 49 Town Farm Lane.

Seconded by Councilor Veach.

Those voting in favor: Councilor Fazzino, Councilor Paonessa, Councilor Rosso, Councilor Urrunaga, Councilor Veach, Mayor Kaczynski.

Vote being 6-0 (MOTION CARRIED)

8. Topic re: Utilize Massachusetts Higher Education Consortium (MHEC) Contract B14 and enter into an agreement with Scoreboard Enterprises, of Mansfield, MA as the Sole Source Daktronics provider for Connecticut to design and install a Daktronics Live Video Display and all associated audio-visual components (“Scoreboard”) together with associated sitework on Scalise Field, at Sage Park for an amount not to exceed \$268,754.16. - Facilities

Director of Facilities Solek stated that the Town of Berlin was awarded a State of Connecticut DEEP grant for the purposes of scoreboard replacement on Scalise Field at Sage Park and for Biscoglio Field improvements at Berlin High School.

The grant language contains specific language regarding the deliverable scope of work for the scoreboard. The sole source provider of the specified Daktronics scoreboard for the State of Connecticut is Scoreboard Enterprises of Mansfield, MA. They have provided a proposal in the amount of \$223,961.80 and a 20% project contingency is being requested.

Councilor Fazzino questioned if the scoreboard can be used by the public as is done in other towns for movie viewings. Mr. Solek stated that the grant language specifies that the use of the field cannot be restricted nor can the use of the scoreboard.

Councilor Paonessa moved to utilize Massachusetts Higher Education Consortium (MHEC) Contract B14 and enter into an agreement with Scoreboard Enterprises, of Mansfield, MA as the Sole Source Daktronics provider for Connecticut to design and install a Daktronics Live Video Display and all

associated audio-visual components (“Scoreboard”) together with associated sitework on Scalise Field, at Sage Park for an amount not to exceed \$268,754.16.

Seconded by Councilor Rosso.

Those voting in favor: Councilor Fazzino, Councilor Paonessa, Councilor Rosso, Councilor Urrunaga, Councilor Veach, Mayor Kaczynski.

Vote being 6-0 (MOTION CARRIED)

9. Topic re: Authorize the Town Manager to award, and execute, Contract #2022-02 to Lenard Engineering, Inc. to provide Contract Administration and Construction Inspection Services during installation of a 16” water main along the Berlin Turnpike (between Deming Road and Woodlawn Road), as well as provide assistance in complying with the Drinking Water State Revolving Fund program. – Water Control

Water Control Manager Ray Jarema stated as a reminder that the Connecticut Department of Public Health will be providing a low interest loan for the replacement of a 20” concrete water main with a 16” ductile iron pipe on the Berlin Turnpike as the existing concrete pipe is subject to a catastrophic failure.

Berlin Water Control received bids from four consulting engineering firms to provide oversight of the project. After interviews and quality-based analysis of the bids received staff recommends Lenard Engineering be selected to provide oversight services.

Councilor Paonessa moved to authorize the Town Manager to award, and execute, Contract #2022-02 to Lenard Engineering, Inc. to provide Contract Administration and Construction Inspection Services during installation of a 16” water main along the Berlin Turnpike (between Deming Road and Woodlawn Road), as well as provide assistance in complying with the Drinking Water State Revolving Fund program.

Seconded by Councilor Veach.

Those voting in favor: Councilor Fazzino, Councilor Paonessa, Councilor Rosso, Councilor Urrunaga, Councilor Veach, Mayor Kaczynski.

Vote being 6-0 (MOTION CARRIED)

10. Topic re: Authorize the Town Manager to award, and execute, Contract #2022-31 Water Main Replacement with Burns Construction Co. of Stratford, CT, in the amount of \$1,515,466 (which includes a 20% contingency), contingent upon the State Health Department award of low-interest funding. – Water Control

Water Control Manager Jarema stated that six bids were received for the Water Main Replacement on the Berlin Turnpike noted in item #9. Water Control staff along with consultant Lenard Engineering have reviewed the bids received and recommend awarding the contract to Burns Construction Co of Stratford, CT.

Councilor Paonessa moved to authorize the Town Manager to award, and execute, Contract #2022-31 Water Main Replacement with Burns Construction Co. of Stratford, CT, in the amount of \$1,515,466 (which includes a 20% contingency), contingent upon the State Health Department award of low-interest funding.

Seconded by Councilor Veach.

Those voting in favor: Councilor Fazzino, Councilor Paonessa, Councilor Rosso, Councilor Urrunaga, Councilor Veach, Mayor Kaczynski.

Vote being 6-0 (MOTION CARRIED)

11. Topic re: Proposed Leash Free Area at Pistol Creek – Town Manager

Town Manager Jayawickrema stated that a leash ordinance was passed in December 2021 that requires all dogs to be on leashes on all public property including open spaces. An exception for the meadow area of Bicentennial Park was granted until July 31, 2022 to give sufficient time to find an alternative leash-free area for the Town.

The proposed location considers using an area in front of the handicap parking lot as a leash-free area. Two sides of that area contain natural barriers of thick vegetation and fences would be placed at both ends of the area with signage that the area is leash-free.

The Town Manager stated that there is also space available west of the proposed area that is twice as big. He is glad that residents came out this evening to speak on this subject and provide opinions and ideas.

Mayor Kaczynski stated that perhaps a fence should be considered along the grass side of the path. Perhaps other areas can also be considered.

Councilor Urrunaga stated that as a former cross-country parent he would feel more comfortable with a fence along the area as dogs can get excited if they see people running. He also suggested moving the leash-free area slightly to allow for a staging area for cross-country teams for stretching.

Mayor Kaczynski stated that he will speak with the high school Athletic Director and cross-country coaches to get their opinions on these ideas.

Town Manager Jayawickrema stated that today he received a statement from the Conservation Commission supporting a leash-free area at Pistol Creek.

Mayor Kaczynski stated that he and the Town Manager will explore the west side of Pistol Creek as suggested as an alternative location.

NO ACTION NEEDED

12. Topic re: Support proposals from the Prudence Crandall Center and the Kensington Congregational Church for the 2022 Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program and approve the setting of a Public Hearing for Tuesday, June 7, 2022 at 7:00

p.m. to discuss the proposals from the Prudence Crandall Center and the Kensington Congregational Church for the 2022 CT NAA Tax Credit Program and to solicit citizen input and to designate Arosha Jayawickrema, Town Manager, the liaison for the Town of Berlin to handle all Neighborhood Assistance matters. – Town Manager

Town Manager Jayawickrema stated that the Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program provides a tax credit to businesses that make cash investments in qualifying programs conducted by tax exempt or municipal agencies. The community programs must be approved by both the municipality and by the Department of Revenue Services.

This year two proposals were submitted from the Prudence Crandall Center and another from the Kensington Congregational Church. The first proposal from the Prudence Crandall Center is a request for \$58,705 from the Program for energy efficiency that would be used to benefit the Center's Rose Hill Energy Conservation Program. The second proposal from the Prudence Crandall Center is for programs serving low-income people and they are requesting \$150,000.

The proposal from the Kensington Congregational Church is for the first phase of the restoration of 12 large 100-year-old windows on the first floor which will improve energy efficiency for the 1774 historic meeting house. That request is for \$24,000.

Councilor Paonessa moved to support proposals from the Prudence Crandall Center and the Kensington Congregational Church for the 2022 Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program and approve the setting of a Public Hearing for Tuesday, June 7, 2022 at 7:00 p.m. to discuss the proposals from the Prudence Crandall Center and the Kensington Congregational Church for the 2022 CT NAA Tax Credit Program and to solicit citizen input.

Seconded by Councilor Veach.

Those voting in favor: Councilor Fazzino, Councilor Paonessa, Councilor Rosso, Councilor Urrunaga, Councilor Veach, Mayor Kaczynski.

Vote being 6-0 (MOTION CARRIED)

Councilor Paonessa moved to designate Arosha Jayawickrema, Town Manager, the liaison for the Town of Berlin to handle all Neighborhood Assistance matters.

Seconded by Councilor Veach.

Those voting in favor: Councilor Fazzino, Councilor Paonessa, Councilor Rosso, Councilor Urrunaga, Councilor Veach, Mayor Kaczynski.

Vote being 6-0 (MOTION CARRIED)

J. APPOINTMENTS:

No appointments were made at tonight's meeting.

1. Board of Ethics - Alternate – Vacancy - Term would be until January 31, 2025. Can only be filled with a D or U.
2. Cemetery Committee – Alternate – Vacancy - Term would be until January 31, 2027. Can be filled with a D, R or U.
3. Commission for Persons with Disabilities – Vacancy - Term would be until January 31, 2025. Can be filled with a D, R or U.
4. Conservation Commission – Vacancy - Term would be until January 31, 2025. Can be filled with a D, R or U.
5. Conservation Commission - Alternate – Vacancy - Term would be until January 31, 2026. Can be filled with an R or U.
6. Constables – Vacancy - Term would be until December 2023. Can only be filled with D or U (with no more than a bare majority to be from one political party (Section 8-6)).
7. Constables – Vacancy - Term would be until December 2023. Can only be filled with D or U (with no more than a bare majority to be from one political party (Section 8-6)).
8. Constables – Vacancy - Term would be until December 2023. Can only be filled with D or U (with no more than a bare majority to be from one political party (Section 8-6)).
9. Historic District Commission – Vacancy - New term would be until January 31, 2027. Can be filled with a D, R or U.
10. Inland Wetlands & Water Courses Commission – Vacancy – Term will be until January 31, 2024. Can be filled with a D or U.
11. Parks and Recreation Commission – Vacancy - New term would be until January 31, 2025. Can be filled with a D, R, or U.
12. Plainville Area Cable Television Advisory Council (PACTAC) – 2 Vacancies – New terms would expire on June 30, 2023. Can be filled with a D, R or U. There are only two members from Berlin for this board.
13. VNA – Vacancy - New term would be until January 31, 2025. Can be filled with a D, R or U.

14. Water Control Commission --Alternate - Vacancy -New term would be until January 31, 2023.
Can be filled with a D, R or U

15. Water Control Commission --Alternate - Vacancy -New term would be until January 31, 2023.
Can be filled with a D, R or U

16. Water Control Commission – Alternate - Vacancy - New term would be until January 31, 2024.
Can only be filled with a D or U if both of the above are R.

17. Zoning Board of Appeals - Alternate – Vacancy – Term would be until January 31, 2024. Can be filled with D, R, or U.

K. TOWN MANAGER’S REPORT:

Mayor Kaczynski inquired about the HVAC system at Willard Elementary School. Town Manager Jayawickrema stated that an item will be presented to the Town Council at the next meeting.

L. SPECIAL COMMITTEE REPORTS:

The Charter Revision Commission will be meeting on Wednesday May 18th at 6:00 p.m.

M. COUNCILORS’ COMMUNICATION:

None

N. ACCEPTANCE OF MINUTES:

May 3, 2022

Councilor Paonessa moved to accept the May 3, 2022 Town Council Meeting Minutes.

Seconded by Councilor Urrunaga.

Those voting in favor: Councilor Fazzino, Councilor Paonessa, Councilor Rosso, Councilor Urrunaga, Councilor Veach, Mayor Kaczynski.

Vote being 6-0 (MOTION CARRIED)

O. EXECUTIVE SESSION:

1. Pending Litigations – C.G.S.S. Sec. 1-200 (6) (B) strategy and negotiations with respect to pending claims or pending litigation – Angelico-Stetson v. Berlin Board of Ethics / Rio Vista
2. Real Estate – C.G.S.S. Sec. 1-200 (6) (D) discussion of the selection of a site, sale or purchase of real estate by the Town – Deming Road

Councilor Paonessa moved to go into Executive Session: Pending Litigations – C.G.S.S. Sec. 1-200 (6) (B) strategy and negotiations with respect to pending claims or pending litigation – Angelico-Stetson v. Berlin Board of Ethics / Rio Vista and Real Estate – C.G.S.S. Sec. 1-200 (6) (D) discussion of the selection of a site, sale or purchase of real estate by the Town – Deming Road at 9:27 p.m. Invited in: Town Manager Jayawickrema and Corporation Counsel Donofrio.

Councilor Luddy arrived at 9:39 p.m. and joined Executive Session.

Councilor Veach left Executive Session at 10:06 p.m.

Executive Session ended at 10:28 p.m.

P. ADJOURNMENT

Councilor Paonessa moved to adjourn at 10:28 p.m.

Seconded by Councilor Rosso.

Vote being 7-0 (MOTION CARRIED)

Submitted by,

Kathryn J. Wall
Clerk of the Meeting