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Town Meeting: 6:45 P.M.

A special meeting of the electors and citizens qualified to vote in town meetings of the Town of Berlin, will be held at the Berlin Town Hall, Council Chambers, 240 Kensington Road, Berlin, CT on Tuesday July 20, 2021 at 6:45 p.m. for the following purposes:

To approve a FY22 non-budgeted appropriation of \$3,100,000 from the General Fund Unassigned Fund Balance to the Pension/Actuarial account, both in the General Fund.

TOWN OF BERLIN
TOWN COUNCIL MEETING
Tuesday, July 20, 2021
Town Council Chambers and
Remote Meeting
7:00 P.M.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. AUDIENCE OF CITIZENS

E. MEETING AGENDA – Immediately Following the Audience of Citizens

F. CONSENT AGENDA:

1. Topic re: Approve a prorated cash refund of Mr. Sytulek’s 2021 Timberlin Golf Club season pass in the amount of \$1,095. – Golf Course
2. Topic re: Accept monetary donations totaling \$775.00 for the Berlin Peck Memorial Library and deposit \$62.00 into the media lab account and deposit \$500.00 into the library agency account for the purchase of adult fiction books and deposit \$213.00 into the friends of the library miscellaneous account for the purchase of a museum pass and programs. – Berlin-Peck Memorial Library

3. Topic re: Approve permission for consumption of alcoholic beverages (BYOB) – beer and wine and charge a \$20 fee per person at Timberlin Park Pavilion for the Class of 1969 class reunion requested by Paula Carlson on Saturday, September 18, 2021 from 2:00 PM to 6:00 PM. for approximately 50 adults in attendance with catered sandwiches and no entertainment. Tulip Insurance will be obtained if permission is granted. – Parks and Recreation
4. Topic re: Approve waiving the Police Traffic Control fees in the amount of \$2,289.00 for the Willard PTO Run Back to School 5K Fun Run which takes place on Sunday, September 26, 2021; rain date Sunday, October 3, 2021. – Town Manager
5. Topic re: Accept donations to the Berlin Animal Control Donation Account for \$100.00 and items valued at \$60.00. – Animal Control
6. Topic re: Approve waiving the Police Traffic Control fees for the Berlin Lions Club’s 2021 Berlin Fair in the approximate amount of \$29,236. (Said figure to be exactly determined after the Fair). – Town Manager

G. NEW BUSINESS:

1. Topic re: Appropriate \$3,100,000 of FY22 General Fund Unassigned Fund Balance to the Pension/Actuarial Funding account within the General Fund to fund anticipated DB pension payout, pending approval of the Board of Finance. - Finance
2. Topic re: Appoint the members noted in Attachment B to the Community / Senior Center sub-committee and charge the members to complete the tasks outlined in Attachment A and report to the Council periodically. – Town Manager
3. Topic re: Update on Paper Goods Ponds treatment and permitting. – Public Grounds
4. Topic re: Waive the Town’s bidding procedure and approve the issuing of a Purchase Order in the amount not to exceed \$30,000 for two ExMark Zero Degree mowers with accessories from Cofiell’s Sport & Power Equipment, as this is in the best interest of the Town. – Public Grounds
5. Topic re: Authorize the Town Manager to enter into the proposed Facility Use and Rental Agreements with the YMCA for both the McGee Middle School and the Hubbard Elementary School. - Board of Education
6. Topic re: Waive the bidding requirements to purchase water meters, readers and frequency emitters directly from Ti-Sales of Sudbury, MA (as they are the sole-source supplier for the Northeast Region) in the amount of \$60,000 for the year, as this is in the best interest of the Town. – Water Control
7. Topic re: Waive the bidding requirements to purchase two (2) pressure reducing valves from Harper-Haines in the amount of \$15,000, as this is in the best interest of the Town. – Water Control
8. Topic re: Appropriate the \$86,330 Brownfields Grant to the Connecticut Sand & Stone Brownfields grant account and to refer the appropriation to the Board of Finance.

Approve the attached resolution to authorize the Town Manager to execute a grant proposal, the grant agreement and other documents as necessary to secure and carry out the purposes of the Brownfields Assessment grant for the Connecticut Sand & Stone properties.

Enter into a Forbearance and Environmental Grant Related Agreement with Real Property acquisition LLC and Connecticut Sand and Stone Corporation to extend the forbearance period to June 2022, secure site access for environmental testing purposes and provide for cooperative environmental investigation efforts including that all investigations become part of the public record subject to the review and approval of Corporation Counsel.

Waive bidding requirements in the best interest of the Town and authorize the Town Manger to enter into a consulting contract and amendments thereto with BETA Group, Inc. in an amount not to exceed \$78,573.75 to be paid from the Brownfields Assess.-CT Sand & Stone account, per the scope of work attached, subject to approval of appropriation of the \$86,330 Brownfields Grant for the Connecticut Sand & Stone Brownfields project by the Board of Finance. – Economic Development

9. Topic re: Transfer \$46,000 from the IT Mid-Managers account to the Transfer to Other Funds account, subject to approval of the Board of Finance, for the removal of asbestos from 889 Farmington Avenue.

Waive the bidding process and authorize the Town Manager to enter into a contract with Cisco LLC in the amount of \$210,006 and to execute changes orders up to \$21,000 to be funded by \$77,291 from the Demolition & Environ. Remediation account, \$18,230 from Municipal Brownfields Grant account, \$136,000 from the Farmington Ave Development (non-grant) account pending approval of the \$46,000 transfer by the Board of Finance, as this is in the best interest of the Town. – Economic Development

10. Topic re: Authorize the Town Manager to execute a subordination agreement to subordinate the façade easement to the ELUR at 861 Farmington Avenue, subject to the review and approval of Corporation Counsel. – Economic Development

11. Topic re: Waive the Town’s Bidding Procedures and approve issuing Purchase Orders in an amount not to exceed \$25,000 in FY 21-22 **Dept. 38** Contractual Services account for each of the following Contractors; WaterOne Tech; Landry Communications; Drain Dr.; Associated Security; Security 101; Johnson Controls; Trane US.; Automated Building Systems; Calvert Safe & Lock; Stanley Access Technology; Daikin Applied; Hussey Advantage; Swan Associates; Encore; Kone Elevator; Tull Bros; Carrier; Greenwood Roofing, and Horton Electric, as this is in the best interest of the Town. - Facilities

12. Topic re: Waive the Town’s Bidding Procedures and approve issuing Purchase Orders in an amount not to exceed \$25,000 in FY 21/22 **Dept. 61** Contractual Services account for each of the following Contractors: ClearWater Industries; Landry Communications; Drain Dr.; Associated Security; Security 101; Johnson Controls; Trane US.; Tull Bros.; Calvert Safe & Lock; Stanley Access Technology; Hussey Advantage; Swan Associates; Kone Elevator; Daikin Applied, and Horton Electric, Automated Building Systems, as this is in the best interest of the Town. - Facilities

13. Topic re: Waive the Town’s Bidding Procedures and approve issuing Purchase Orders in an amount not to exceed \$25,000 in FY 21-22 **Dept. 38** Operating Materials account for each of the following vendors: F.W. Webb; Electrical Wholesalers; Filter Sales & Service; MC Management; Tull Bothers; John Boyle; Swan Associates; Hajoca (New Britain Plumbing), Plimpton & Hills, Graybar Electric, New England Industrial, K & S Distributors, and C & C Custodial, as this is in the best interest of the town. - Facilities
14. Topic re: Waive the Town’s Bidding Procedures and approve issuing Purchase Orders in an amount not to exceed \$25,000 in FY 21-22 **Dept. 61** Operating Materials account for each of the following vendors: F.W. Webb; Electrical Wholesalers; Filter Sales & Service; MC Management; Tull Bothers; John Boyle; Swan Associates; and Hajoca (New Britain Plumbing), as this is in the best interest of the town. - Facilities
15. Topic re: Authorize bid waivers for Seasons 4, Inc. of Douglasville, GA. in the amount of \$232,312.50 and Norris & Ferris of Simsbury, CT. in the amount of \$16,117.50 which includes five percent (5%) contingencies for the purchase of replacement HVAC units RTU 1 & 2 at McGee Middle School, as this is in the best interest of the Town. - Facilities
16. Topic re: Waive the Town’s bidding procedures to allow the Town Clerk’s Office to continue use Cott Systems, Inc. software for land records and dog licensing, provide maintenance, auditing services and supplies to the office for an amount not to exceed \$14,300 for fiscal year 2021/2022.

Waive the Town’s bidding procedures and award a contract to Cott Systems, Inc. to host online index books for land records 1968-1971 in an amount not to exceed \$19,450.00. – Town Clerk

H. TOWN MANAGER’S REPORT:

I. SPECIAL COMMITTEE REPORTS:

J. COUNCILORS’ COMMUNICATION:

K. ACCEPTANCE OF MINUTES: July 6, 2021

L. EXECUTIVE SESSION:

1. Personnel Matters – Conn. General State Statute Sec. 1-200 (6) (A) concerning the appointment, employment, performance, evaluation of a public employee. – Water Control Manager
2. Personnel Matters – Conn. General State Statute Sec. 1-200 (6) (A) concerning the appointment, employment, performance, evaluation of a public employee. – Town Manager

M. ADJOURNMENT