

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

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Special Town Meeting

6:45 PM -- 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 23, 2024, at 6:45 p.m. for the following purpose:

Approve a FY25 non-budgeted appropriation of \$140,000 from the General Fund for a Town-wide Water and Sewer System Study, subject to approval by the Board of Finance.

Dated at Berlin, Connecticut this 10th day of July 2024.

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

TOWN OF BERLIN
TOWN COUNCIL MEETING
Tuesday, July 23, 2024
Town Council Chambers (in person)
Remote Meeting
7:00 P.M.

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL
- D. AUDIENCE OF CITIZENS
- E. MAYOR’S UPDATE
- F. MEETING AGENDA – Immediately Following the Mayor’s Update

G. CONSENT AGENDA:

1. Topic re: Accept monetary donations totaling \$950 and deposit \$950 into the friends of the library miscellaneous account to be used to purchase 2 children's programs and an adult/child program. – Berlin-Peck Memorial Library
2. Topic re: Transfer \$71,500, as detailed on the accompanying spreadsheet to be attached to the minutes, to cover year-end transfers in identified accounts. - Finance
3. Topic re: Accept the donations of \$3,125 and appropriate the funds to the Police Cadet Program Expenditure Account. – Police Department
4. Topic re: Accept the donations of \$ 325.00 and appropriate the funds to the Police K9 Program Expenditure Account. – Police Department
5. Topic re: Accept donations to the Berlin Animal Control Donation Account for \$225.00 and supplies/medical care valued at \$ 314.00. - Animal Control

H. NEW BUSINESS:

1. Topic re: Authorize the Town Manager to enter into an Agreement with Haley Ward Engineers in the amount of \$140,000.00 to study the three water/sewer systems in Berlin (namely: Berlin Water Control, Kensington Fire District, and Worthington Fire District). – Water Control
2. Topic re: Request the Public Building Commission to make a determination if the updated camera system will be included in the Police Station construction project, and, if not, to request the Public Building Commission to release \$60,000 of contingency in the Police Construction project to fund the required Police Station camera upgrade. - Police Department
3. Topic re: Approve the attached resolution to authorize W. Lee Palmer, Interim Town Manager, to apply to the CT DECD for a \$360,000 additional municipal brownfields grant for the 889 Farmington Avenue and, if a grant is offered, to accept the grant, execute a grant proposal, grant agreement and other documents as necessary to secure and carry out the purposes of the grant and to appropriate the grant of up to the amount awarded to the Municipal Brownfields grant account for 889 Farmington Avenue, subject to approval of Corporation Counsel. – Economic Development
4. Topic re: Authorize the Town Manager to enter a Purchase and Sale Agreement with contingencies with Vesta Corporation/O'Riordan Migani Architects concerning the sale of the former Knights of Columbus Property at 143 Percival Avenue for development as affordable senior housing, subject to review and approval by Corporation Counsel. – Economic Development
5. Topic re: Modify the authorization to enter a contract with Loureiro Engineering approved by the Town Council on October 4, 2022 (agenda item H-6) from \$101,845 to \$47,274.33. Also authorize the Town Attorney to draft a letter to Loureiro modifying PO #241372 (preceded by PO #231744) to \$47,274.33 and closing PO #241372 to any additional charges. Also waive the bidding process and authorize the Town Manager to enter a contract amendment with Loureiro Engineering of \$25,500 for additional construction observation, general consulting, and waste characterization services related to the 55 Steele Boulevard Engineered Control project with the cost be charged to the

Farmington Ave Development (non-grant) account, as this is in the best interest of the Town. – Economic Development

6. Topic re: Approve a bid waiver and the proposal from Earth Contractors of Kensington, CT also an approved on-call contractor in the amount of \$35,000 which includes a \$3,000 contingency for all associated work required to remove and dispose of mobile home units 16 and 14 at no. 292 Deming Road. - Facilities
7. Topic re: Utilize sole source contractor Automated Building Systems of Glastonbury, CT and increase purchase orders as needed up to \$50,000 in Department 61 School Expenses, contractual services, and up to \$50,000 as needed in Department 38 Public Buildings contractual services for fiscal year 2025 without exceeding any account balances as this is in the best interest of the Town. – Facilities
8. Topic re: Approve purchase order increases up to \$50,000 as needed during fiscal year 2025 in both department no. 38 and department no. 61 without exceeding account balances for the following National and State Contract Service providers below for associated maintenance, repair and service agreements on HVAC systems, Elevators, Fire and Security systems and IAQ mitigation measures at all Town and School Buildings. Johnson Controls, TRANE US, Carrier, ENCORE, KONE, Daikin Applied, Swan Associates, Security 101, Siemens and BELFOR. – Facilities
9. Topic re: Waive the Town’s purchasing requirements and approve the purchase of tires from Connecticut Tire, Sullivan Tire and DiPietro Tire, utilizing government pricing from the tire manufacturers, in amount not to exceed \$45,000 as this is in the best interest of the Town. – Municipal Garage
10. Topic re: Approve the purchase of auto parts and supplies using the Sourcewell Contract (032521-GPC) from N.A.P.A. Auto Parts for an amount not to exceed \$45,000. Also approve the purchase of auto parts and supplies using the State of Connecticut Department of Administrative Services Contract # 19PSX0189 from Tasca Ford for an amount not to exceed \$30,000. Also waive the Town’s bidding procedures, and to approve the purchase of auto parts and supplies from Monaco Ford for an amount not to exceed \$30,000, as this is in the best interest of the town and also waive the Town’s bidding procedures, and to approve the purchase of auto parts and supplies from Municipal Truck Parts for an amount not to exceed \$20,000, as this is in the best interest of the town. - Municipal Garage
11. Topic re: Authorize the Town Manager to waive the bidding requirement for emergency repairs to the Shuttle Meadow Avenue Bridge by Mizzy Construction, Inc. of Plainville CT, for an amount not to exceed \$59,218.30, as this is in the best interest of the Town. – Public Works
12. Topic re: Modify the previously approved and modified not-to-exceed amount of \$4,413,000.00 awarded to All State Construction, Inc. of Farmington, CT) for Contract No. 2023-20 for Unit Ventilator Replacement and HVAC Upgrades on the Emma Hart Willard Elementary School, to an amount not to exceed \$4,344,860.00. – Public Works
13. Topic re: Approve a bid waiver and proposal from Consulting Engineering Services, Inc of Middletown, CT for Griswold School HVAC engineering design services for an amount not to exceed \$17,000.00, as this is in the best interest of the Town. Also approve a bid waiver and

proposal from Consulting Engineering Services, Inc of Middletown, CT for Hubbard School HVAC engineering design services for an amount not to exceed \$17,000.00, as this is in the best interest of the Town. – Public Works

14. Topic re: Approve a bid waiver and proposal from Friar Architecture of Farmington, CT for Griswold School HVAC architectural and civil engineering design services for an amount not to exceed \$34,070.00 (which includes a \$5,000.00 Owner’s Allowance), as this is in the best interest of the Town. Also approve a bid waiver and proposal from Friar Architecture of Farmington, CT for Hubbard School HVAC architectural and civil engineering design services for an amount not to exceed \$34,070.00 (which includes a \$5,000.00 Owner’s Allowance), as this is in the best interest of the Town. – Public Works
15. Topic re: Discussion concerning the projects at Berlin High School Track and Timberlin Golf Course. – Public Grounds/Golf Course
16. Topic re: Discussion concerning Percival Heights Senior Housing Tax Abatement Request – Town Manager

I. TOWN MANAGER’S REPORT:

J. SPECIAL COMMITTEE REPORTS:

K. COUNCILORS’ COMMUNICATION:

L. ACCEPTANCE OF MINUTES: July 9, 2024

M. EXECUTIVE SESSION:

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 – Chamberlin Highway

N. ADJOURNMENT