



MINUTES

REPRESENTATIVE TOWN MEETING

ZOOM Access Only – Waterford Town Hall

Regular Meeting

June 1, 2020

The June 1, 2020, Moderator Thomas Dembek called the Regular Meeting of the Representative Town Meeting to order at 7:00 P.M.

ROLL CALL

PRESENT: Greg Attanasio, Michael Bono, Jennifer Bracciale, April Cairns, Timothy Condon, Thomas J. Dembek, Susan Driscoll, Steven Elci, Timothy Fioravanti, Miriam Furey-Wagner, Nick Gauthier, Paul Goldstein, Kathleen Kohl, David Lersch, Valerie Metivier, Richard Muckle, Liam O'Leary, Theodore Olynciw, Sally Ritchie, Michael Rocchetti (7:15 P.M.), Danielle Steward-Gelinas, Robert Swansen, Baird Welch-Collins.

ABSENT: Richard Morgan.

EX-OFFICIO MEMBERS PRESENT: First Selectman Robert Brule; Chair of the Board of Education Craig Merriman; Chair of the Board of Finance Ronald R. Fedor.

EX-OFFICIO MEMBERS ABSENT: Selectwoman Jody Nazarchyk; Selectman Elizabeth Sabilia.

ALSO PRESENT: Town Clerk David L. Campo; Town Attorney Robert Avena.

AGENDA ITEM C – May 11-14, 2020 Minutes

MOTION by Welch-Collins, seconded by Steward-Gelinas, to accept the May 11-14, 2020, Special Meeting Minutes.

VOTING IN FAVOR: Unanimous.

AGENDA ITEM D - CORRESPONDENCE

One item was received from Planning Director Abby Piersall entitled, "Proposed Changes to the Waterford Code of Ordinances Chapters 2.20 and 2.58, enabling the Facilities Manager position to be moved from the Planning Department to the Department of Public Works".

Moderator Dembek stated issue would be discussed under New Business.

AGENDA ITEM E - PUBLIC COMMENT

None

AGENDA ITEM F - COMMITTEE REPORTS

None

AGENDA ITEM G - LIAISON REPORTS

Thomas Dembek gave a brief update on the progress of Municipal Complex.

AGENDA ITEM H – BUSINESS ON THE CALL

CALL ITEM 1 – 13 Parkway Drive Purchase

PRESENTATION: Town Attorney Robert Avena.

MOTION by Muckle, seconded by Driscoll, to approve a recommendation from the Board of Finance for an appropriation of **\$26,000** from **Line Item #205-31520 – Undesignated Fund Balance** based upon its consistency with the Capital Improvement Plan, to purchase real estate located at **13 Parkway Drive**.

VOTING IN FAVOR: Unanimous.

CALL ITEM 2 – 23 Old Norwich Road Acceptance

PRESENTATION: Planning Director Abby Piersall.

MOTION by Welch-Collins, seconded by Steward-Gelinas, to approve a recommendation from the Planning and Zoning Commission to accept a piece of land at 23 Old Norwich Road.

VOTING IN FAVOR: Unanimous.

CALL ITEM 3 – Yankee Gas Easement Over Hartford Road

PRESENTATION: Town Attorney Robert Avena.

MOTION by Driscoll, seconded by Muckle, to approve a recommendation from the Board of Finance to convey a permanent gas line easement to Yankee Gas Services Company DBA Eversource Energy for \$50,000, located at 1000 Hartford Road over the presently existing temporary gas easement.

VOTING IN FAVOR: Unanimous with one member opposed. (Gauthier)

CALL ITEM 4 – \$1,000,000 Transfer to Undesignated Fund Balance

PRESENTATION: Director of Finance Kim Allen.

MOTION by Driscoll, seconded by Goldstein, to approve a recommendation from the Board of Finance for the transfer of **\$1,000,000** from the **Unassigned Fund Balance to the Undesignated Fund Balance of the CNR**.

VOTING IN FAVOR: Unanimous.

NEW BUSINESS:

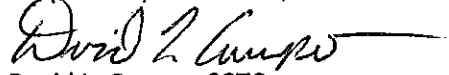
MOTION by Muckle, seconded by Welch Collins, to move the subject "Waterford Code of Ordinance review of Chapters 2.20 and 2.58" received under correspondence to the Public Works, Planning & Development Committee. (See Attachment)

VOTING IN FAVOR: Unanimous.

MOTION by Muckle, seconded by Welch-Collins, to adjourn at 7:35 P.M.

VOTING IN FAVOR: Unanimous.

Respectfully Submitted,



David L. Campo, CCTC

Town Clerk



DEPARTMENT OF PLANNING AND DEVELOPMENT

MEMORANDUM

TO: Thomas Dembek, Moderator, Waterford Representative Town Meeting

FROM: Abby Y. Piersall, AICP, Director of Planning and Development

DATE: May 18, 2020

TITLE: Proposed Changes to the Waterford Code of Ordinances Chapters 2.20 and 2.58, enabling the Facilities Manager position to be moved from the Planning Department to the Department of Public Works.

Since June of 2014, the Planning Department has, by ordinance, overseen maintenance for Town buildings. In that time, the building maintenance program has grown from providing assistance with repairs and capital planning to planning and managing major repairs and renovations, handling routine maintenance calls, and developing an asset management program. In January of 2020, the Town replaced the part-time Facilities Coordinator position with a full-time Facilities Manager. This personnel change has further increased the Town's capacity to plan for and perform appropriate building maintenance.

Creating the full-time Facilities Manager position was accomplished with the understanding that the nature of the work was most closely aligned with the Public Works Department. Moving the Facilities Manager to DPW would provide the position with more resources for tools, labor, and technical support. The move would also enable the Planning Department to direct more resources to economic development activities. Long-range facilities planning would still be done in partnership with the Planning Director, but would be under the supervision of the DPW Director.

The Planning Director, Public Works Director, and Town Attorney worked together to draft amendments to sections 2.20 and 2.58 of the Waterford Code of Ordinances to enable the position to move to DPW. The proposed amendments are respectfully submitted for the RTM's consideration and to forward to the appropriate committee for review.

RECEIVED TOWN RECORDS
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