

**EAST HAVEN TOWN COUNCIL  
REGULAR MEETING MINUTES  
TUESDAY, DECEMBER 1, 2015**

RECEIVED FOR FILING  
DEC 03 2015  
TOWN CLERK'S OFFICE  
EAST HAVEN, CONN.

*Stacy Gravano, CTC*

TOWN CLERK

The East Haven Town Council held a regular meeting Tuesday, December 1, 2015, at 7:00 PM (immediately following the scheduled public hearing) at the East Haven Community Center, 91 Taylor Avenue, East Haven, CT 06512

Acting Chairman Robert Sand called meeting to order at 7:31 PM.

**Item #1**

Roll Call – 13 Council Members present, 2 Council Members absent (Chairman Fred Parlato and Councilman Gary DePalma)  
A quorum was present.

Acting Chairman Sand asked all to stand for Pledge of Allegiance. Acting Chairman Sand then asked for a moment of silence due to the death of a Town resident who has been involved in and worked for the Town.

**Item #2**

Approval of minutes from the November 16, 2015 Special Meeting.

Acting Chairman Sand asked the Town Council if all had read the minutes, if there were any questions, concerns, corrections. Acting Chairman Sand then asked for a motion to accept the minutes from the November 16, 2015 Special Meeting.

**Councilman McKay made a motion to accept the minutes from the November 16, 2015 Special Meeting, Councilman Anania seconded the motion. Roll call was taken, all in favor, none opposed, no abstentions, motion carried.**

**Item #3**

Approval of minutes from the November 16, 2015 Public Hearing Meeting.

Acting Chairman Sand asked the Town Council if all had read the minutes, if there were any questions, concerns, corrections. Acting Chairman Sand then asked for a motion to accept the minutes from the November 16, 2015 Public Hearing Meeting.

**Councilman Butler III made a motion to accept the minutes from the November 16, 2015 Public Hearing Meeting, Councilman McKay seconded the motion. Roll call was taken, all in favor, none opposed, no abstentions, motion carried.**

**Item #4**

## Correspondence.

Acting Chairman Sand asked acting recording clerk, Stacy Gravino, if there was any correspondence, there was none. Acting Chairman Sand stated he did not have any correspondence per se, only to congratulate the East Haven High School Varsity Football Coach Melvin Wearing being named State Coach of the Year for his outstanding work with the team.

**Item #5**

## Subcommittee Reports.

Acting Chairman Sand stated not all of the assignments had been made to the various subcommittees as of yet, Chairman Parlato was working on it. Acting Chairman Sand stated there were a few assignments made.

Acting Chairman Sand stated Councilman Parente would stay on the Board of Education Subcommittee, Councilman Santino would stay on the Public Safety Subcommittee, Councilman Richardson was assigned to the Finance Subcommittee, and Councilwoman Esposito would stay on the Parks and Recreation Subcommittee. Councilwoman Esposito refused the assignment, stating she would prefer another subcommittee. Councilwoman Archambault stated she would like to be assigned to the Parks and Recreation Subcommittee.

Acting Chairman Sand stated with the formation of the 200 Tyler Street Blue Ribbon Commission, Councilman McKay would be assigned as the liaison between the Town Council and the Commission for the duration of the Commission's existence. Councilman Palladino stated some of the public had questions concerning the appointment of some of the individuals to the 200 Tyler Street Blue Ribbon Commission, and, he would like to have a motion made to include one Town Council Member from each of the 5 districts be appointed to the Commission. Councilman Palladino stated if the Commission had elected Town Council representation, it would squelch the negativity.

Acting Chairman Sand stated at this time, the Town Council was not looking to overload the Commission, the Town Council just wanted to have one person come back to the Town Council with information. Acting Chairman Sand stated Councilman Palladino is welcome to broach the subject again when Chairman Parlato returns to his duties. Councilman Butler III stated since he was no longer needed on the Finance Subcommittee, he would go on any other Subcommittee.



**Item #6**

To consider and act upon an Ordinance approving a transfer of \$448,557.00 for Various Town Departments – Building Maintenance (229), Sanitation (226), Animal Shelter (331), Fire Department (334), Counseling and Community Services (444), Public Safety Command Center (336), General Services (885) as follows:

**Various Town Departments**

**[Building Maintenance (229), Sanitation (226), Animal Shelter (331), Fire Department (334), Counseling and Community Services (444), Public Safety Command Center (336), General Services (885)]**

**To:**

01-229-0201	Electricity	\$25,706.00
01-229-0230	Natural Gas	\$24,763.00
01-226-0676	Waste Collection	\$70,000.00
01-331-0190	OT	\$18,929.00
01-334-0110	Reg. Salaries	\$137,727.00
01-444-0110	Reg. Salaries	\$32,348.00
01-336-0110	Reg. Salaries	\$73,259.00
01-885-0195	Special Assignments	\$65,825.00
<b>TOTAL</b>		<b>\$448,557.00</b>

**From:**

01-885-0689	Contingency	\$274,500.00
01-229-0202	Water	\$17,500.00
01-229-0290	Sewer Use Fees	\$14,687.00
01-101-0610	Advertising	\$2,786.00
01-336-0190	OT	\$47,336.00
01-442-0110	Reg. Salaries	\$25,923.00
01-885-0196	Town Req. Police	
	OT	\$40,000.00
	Street & Traffic	
01-885-0255	Lights	\$25,825.00
<b>TOTAL</b>		<b>\$448,557.00</b>

**Reason:** Funds needed to close out FY 14/15.

## AUTHORIZING ORDINANCE OF THE East Haven Town Council

**An Ordinance approving a transfer of \$448,557.00 for Various Town Departments**

**WHEREAS**, the Town Council of the Town of East Haven, upon recommendation of the Board of Finance, must approve transfers of monies in excess of \$50,000.00 in any given fiscal year;

**AND WHEREAS**, the Board of Finance, on September 16, 2015, approved and recommended the following transfer to the Town Council:

**Various Town Departments**

**[Building Maintenance (229), Sanitation (226), Animal Shelter (331), Fire Department (334), Counseling and Community Services (444), Public Safety Command Center (336), General Services (885)]**

**To:**

01-229-0201	Electricity	\$25,706.00
01-229-0230	Natural Gas	\$24,763.00
01-226-0676	Waste Collection	\$70,000.00
01-331-0190	OT	\$18,929.00
01-334-0110	Reg. Salaries	\$137,727.00
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<b>TOTAL</b>		<b>\$448,557.00</b>

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01-101-0610	Advertising	\$2,786.00
01-336-0190	OT	\$47,336.00
01-442-0110	Reg. Salaries	\$25,923.00
01-885-0196	Town Req. Police OT	\$40,000.00
	Street & Traffic	
01-885-0255	Lights	\$25,825.00
<b>TOTAL</b>		<b>\$448,557.00</b>

**Reason:** Funds needed to close out FY 14/15.

**NOW THEREFORE**, be it **ORDAINED** by the Town Council of the Town of East Haven that said transfer is approved.

This Ordinance shall be effective in accordance with the provisions of the East Haven Town Charter.

Submitted by:	Danelle Feeley, Council Clerk	Date: _____
Approved by:	Joseph Maturo, Jr., Mayor	Date: _____
Received by:	Stacy Gravino, Town Clerk	Date: _____

Acting Chairman Sand asked for a motion to waive the reading of the account numbers. **Councilman Santino made a motion to waive the reading of the account numbers, Councilman McKay seconded the motion. All in favor, none opposed, no abstentions, motion carried.**

Acting Chairman Sand asked for a motion to open up Item #6 for discussion. **Councilman Santino made a motion to open up Item #6 for discussion, Councilman Anania seconded the motion. Roll call was taken, all in favor, none opposed, no abstentions, motion carried.**

Acting Chairman Sand asked Finance Director Rizza to explain this transfer. Mr. Rizza stated transfers to various accounts were needed to close out Fiscal Year 2014-2015, and, even with the large transfer from the Town's Contingency Account, that account had money in it. Mr. Rizza stated he can't remember a time when this had occurred before. Mr. Rizza also stated the Town Auditors were waiting for this transfer approval in order to finish the audit report.

Acting Chairman Sand asked if there was any comment from the public, there was none. Acting Chairman Sand then asked the Council if there was any comment, there was none.

Acting Chairman Sand asked for a motion to approve the Ordinance approving a transfer of \$448,557.00 for Various Town Departments.

**Councilman Santino made a motion to approve the Ordinance approving a transfer of \$448,557.00 for Various Town Departments, Councilman Anania seconded the motion. Roll call was taken, all in favor, none opposed, no abstentions, motion carried.**



**Item #7**

An Ordinance Reallocating \$62,000.00 dollars of Capital Funds from Capital Accounts #81-3 Et. Seq. and 85-3 Et. Seq. for Roof Replacement at the Foxon Recreation Center.

**Acct. #96-1-060 (Foxon Recreation Center - Roof Replacement)**

<b>To:</b>	<b>For:</b>	
96-1-060	Foxon Recreation - Roof Replacement	\$62,000.00
<b>TOTAL</b>		<b>\$62,000.00</b>

<b>From:</b>		
81-3-009-14	Fire House Study	\$9,000.00
81-3-009-23	Police Station Study	\$13,000.00
85-3-500-03	Bradley Street Ind. Park	\$40,000.00
<b>TOTAL</b>		<b>\$62,000.00</b>

**Reason:** Reallocation of unspent capital funds for replacement of the roof at the Foxon Recreation Center.

## AUTHORIZING ORDINANCE OF THE East Haven Town Council

**An Ordinance Reallocating \$62,000.00 dollars of Capital Funds from Capital Accounts #81-3 Et. Seq. and 85-3 Et. Seq. for Roof Replacement at the Foxon Recreation Center**

**WHEREAS**, the Town Council of the Town of East Haven, upon recommendation of the Board of Finance, must approve both transfers of monies in excess of \$50,000.00 in any given fiscal year and reallocations of previous bond authorizations;

**AND WHEREAS**, the Board of Finance, on October 21, 2015, approved and recommended the following transfers/bond reauthorizations to the Town Council:

**Acct. #96-1-060 (Foxon Recreation Center - Roof Replacement)**

<b>To:</b>	<b>For:</b>	
96-1-060	Foxon Recreation - Roof Replacement	\$62,000.00
<b>TOTAL</b>		<b>\$62,000.00</b>

<b>From:</b>		
81-3-009-14	Fire House Study	\$9,000.00
81-3-009-23	Police Station Study	\$13,000.00
85-3-500-03	Bradley Street Ind. Park	\$40,000.00
<b>TOTAL</b>		<b>\$62,000.00</b>

**Reason:** Reallocation of unspent capital funds for replacement of the roof at the Foxon Recreation Center.

**NOW THEREFORE**, be it **ORDAINED** by the Town Council of the Town of East Haven that said transfers/bond reauthorizations are approved.

This Ordinance shall be effective in accordance with the provisions of the East Haven Town Charter.

Submitted by:	Danelle Feeley, Council Clerk	Date: _____
Approved by:	Joseph Maturo, Jr., Mayor	Date: _____
Received by:	Stacy Gravino, Town Clerk	Date: _____

Acting Chairman Sand asks for a motion to open up Item #7 for discussion  
**Councilman Santino made a motion to open up Item #7 for discussion,**  
**Councilman Anania seconds the motion. Roll call was taken, all in favor, none opposed, no abstentions, motion carried.**

Acting Chairman Sand asked for public comment, Joseph Badamo, 23 Burgess Street, East Haven, asked who the won bid, was told it couldn't be mentioned in public meeting, also wanted to know if the company was low bidder, Finance Director Rizza stated yes. No other public comment was made.

Acting Chairman Sand asked for comment from the Town Council, there was none.

**Acting Chairman Sand asked for a motion to approve the Ordinance Reallocating \$62,000.00 dollars of Capital Funds from Capital Accounts #81-3 Et. Seq. and 85-3 Et. Seq. for Roof Replacement at the Foxon Recreation Center.**

**Councilman Santino made a motion to approve the Ordinance Reallocating \$62,000.00 dollars of Capital Funds from Capital Accounts #81-3 Et. Seq. and 85-3 Et. Seq. for Roof Replacement at the Foxon Recreation Center, Councilwoman**

Lettieri-Morales seconded the motion. Roll call was taken, all in favor, none opposed, no abstentions, motion carried.

**Item #8**

To consider and act upon a Resolution setting the Regular Meeting Schedule of the Town Council from January 2016 to December 2016.

January 5, 2016  
February 2, 2016  
March 1, 2016  
April 5, 2016  
May 3, 2016  
June 7, 2016  
July 5, 2016  
August 2, 2016  
September 6, 2016  
October 4, 2016  
November 1, 2016  
December 6, 2016

**A Resolution setting the Regular Meeting Schedule of the Town Council from  
January 2016 to December 2016**

**WHEREAS**, C.G.S. Section 1-225 requires that the Town Council file with the Town Clerk, not later than January thirty-first of each year, its schedule of regular meetings for the ensuing year;

**AND WHEREAS**, pursuant to statute, no regular meeting of any such public agency shall be held sooner than thirty days after such schedule has been filed;

**NOW, THEREFORE BE IT RESOLVED** that the following shall be the dates for regular Town Council meetings, to be held on the first Tuesday of each month (with the exception of holidays) at 7:00PM at the East Haven Senior Center, 91 Taylor Avenue, East Haven, Connecticut, from January, 2016 through December, 2016:

January 5, 2016  
February 2, 2016  
March 1, 2016  
April 5, 2016  
May 3, 2016  
June 7, 2016  
July 5, 2016



August 2, 2016  
September 6, 2016  
October 4, 2016  
November 1, 2016  
December 6, 2016

Acting Chairman Sand asked for public comment, there was none. Acting Chairman Sand asked for comment from the Town Council, there was none.

Acting Chairman Sand asked for a motion to approve a Resolution setting the Regular Meeting Schedule of the Town Council from January 2016 to December 2016. **Councilman Santino made a motion to approve a Resolution setting the Regular Meeting Schedule of the Town Council from January 2016 to December 2016, Councilwoman Lettieri-Morales seconded motion. Roll call was taken, all in favor, none opposed, no abstentions, motion carried.**

**Item#8**

To consider and act upon a Resolution setting the Regular Meeting Schedule of the Administrative Services Committee to the Town Council from January 2016 to December 2016.

January 25, 2016  
February 22, 2016  
March 28, 2016  
April 25, 2016  
May 30, 2016  
June 27, 2016  
July 25, 2016  
August 29, 2016  
September 26, 2016  
October 24, 2016  
November 28, 2016  
December 26, 2016

**A Resolution setting the Regular Meeting Schedule of the Administrative Services Committee to the Town Council from January 2016 to December 2016**

**WHEREAS**, C.G.S. Section 1-225 requires that the Administrative Services Committee to the Town Council file with the Town Clerk, not later than January thirty-first of each year, its schedule of regular meetings for the ensuing year;

**AND WHEREAS**, pursuant to statute, no regular meeting of any such public agency shall be held sooner than thirty days after such schedule has been filed;

**NOW, THEREFORE BE IT RESOLVED** that the following shall be the dates for regular Administrative Services meetings, to be held on the last Monday of each month (with the exception of holidays) at 6:00PM at the Mayor's Office, East Haven Town Hall, 250 Main Street, East Haven, Connecticut, from January, 2016 through December, 2016:

**January 25, 2016**  
**February 22, 2016**  
**March 28, 2016**  
**April 25, 2016**  
**May 30, 2016**  
**June 27, 2016**  
**July 25, 2016**  
**August 29, 2016**  
**September 26, 2016**  
**October 24, 2016**  
**November 28, 2016**  
**December 26, 2016**

Acting Chairman Sand asked for public comment. Dan McCann, 137 Mansfield Grove Road, East Haven, stated the Independent Party won 1% in the 2015 Municipal Election, and wanted to know if the Independent Party would be given a seat at the table. Town Attorney Joseph Zullo stated since no one representing the Independent Party was a current member of the Town Council; they would not be given a seat at the table. Attorney Zullo went on to say the Administrative Council meetings are open to the public for informational purposes, but are not allowed to speak at these meetings. Mr. McCann seemed satisfied with this response. Councilman Palladino had a question concerning the makeup of the Administrative Council, Acting Chairman Sand said this was just to set the meeting dates; your question will be answered during the discussion of Item #11.

Acting Chairman Sand asked for a motion to approve a Resolution setting Meeting Schedule of the Administrative Services Committee to the Town Council from January 2016 to December 2016.

Councilwoman Lettieri-Morales made a motion to approve a Resolution setting Meeting Schedule of the Administrative Services Committee to the Town Council from January 2016 to December 2016, Councilman Spaduzzi seconded the motion. Roll call was taken, all in favor, none opposed, no abstentions, motion carried.

**Item #10**

To consider and act upon a Resolution Approving a License Agreement between the Town of East Haven and Dominick and Lynn Crisci and authorizing Mayor Joseph Mauro, Jr., or his Designee, to execute the same and all necessary, related documents.

**Resolution Approving a License Agreement between the Town of East Haven and Dominick and Lynn Crisci and authorizing Mayor Joseph Mauro, Jr., or his Designee, to execute the same and all necessary, related documents**

**WHEREAS**, The Town of East Haven (hereafter, "Licensor") is the owner of the public road known as "Crisci Place," located in East Haven, Connecticut; and

**AND, WHEREAS**, the Dominick and Lynn Crisci (hereafter, "Licensee") are the owners of property at the end of Crisci Place known as "19 Crisci Place"

**AND, WHEREAS**, the Licensee wishes to construct a fence to be located on the Licensor's property to prevent the illegal dumping of rubbish and other materials by third parties on the property known as 33-35 Pardee Place Extension, said fence to be located at the end of Crisci Place;

**AND, WHEREAS**, the parties wish to memorialize their agreement in a written "License Agreement" relative to the construction of said fence;

**AND, WHEREAS**, on November 4, 2015, the East Haven Planning and Zoning Commission issued a favorable 8-24 referral regarding the proposed License Agreement;

**NOW, THEREFORE, BE IT RESOLVED** that said License Agreement is hereby approved and Mayor Joseph Mauro, Jr., or his Designee, is authorized to execute the same and all necessary, related documents.

This resolution shall be effective in accordance with the provisions of the East Haven Town Charter.



Acting Chairman Sand asked for a motion to open up Item #10 for discussion. **Councilman Santino made a motion to open up Item #10 for discussion, Councilman McKay seconded the motion. Roll call was taken, all in favor, none opposed, no abstentions, motion carried.**

Acting Chairman Sand asked for comment from the public, there was none. Acting Chairman Sand asked for comment from the Town Council.

Town Attorney stated the owners of 19 Crisci Place will be erecting a fence to improve their quality of life because of illegal dumping of trash. Property owners will pay for, maintain, and insure fencing. The property owners received a positive 8-24 referral from the Planning and Zoning Commission to erect the fence because the fence would sit on the right of way which the Town of East Haven owns. The Town Engineer went out and stated everything was in order. Councilman Santino had a problem with this because it is a dead end street, and during snow storms public works piles snow in this area. He wanted to know if Town will have to pay for damages. Town Attorney Zullo indicated it was his understanding that the Town will only pay damages if it was the plow itself which damaged property, not the snow. Councilman Santino also stated driveways are near this fence, will there be issues with the snow and people's driveways. Councilman Sand asked if neighbors were notified of the fence, Attorney Zullo told him as part of the Planning and Zoning Commission's decision, the neighbors were informed and invited to an informational meeting. Councilman Anania questioned why the owners of 33-35 Pardee Place weren't putting up the fence because it appeared to be on their property. Attorney Zullo stated the fence would be on the right of way which runs along the back of 33-35 Pardee Place. End of Town Council comment.

**Roll call was taken, all in favor, none opposed, no abstentions, motion carried.**

#### **Item #11**

A Resolution amending the Standing Rules of the Legislative Town Council.

#### **A Resolution amending the Standing Rules of the Legislative Town Council**

**WHEREAS**, the Town Council Standing Rules provide that said rules may be revised or amended by resolution to be considered at a regular meeting of the Town Council;

**AND WHEREAS**, the Town Council Chairperson has deemed it necessary and prudent to revise said rules to provide for a transparent, efficient process for soliciting resumes and making appointments subject to the appointing authority of the Town Council;

**NOW THEREFORE, BE IT RESOLVED** that the following "Section I" shall be added to the Town Council Standing Rules following "Section H:"

**"SECTION I - PROCEDURE REGARDING TOWN COUNCIL APPOINTMENTS**

Unless otherwise provided by State Statute, Town Charter, or local ordinance, all appointments to boards and commissions for which the Town Council is the appointing authority shall be vetted through the following application process:

1. In December of each calendar year, the Council Chairperson shall compile a list of "open" or "vacant" appointments for which the Town Council is the appointing authority.
2. At any time prior to, but in no case later than, January 10th of the following calendar year, the Council Chairperson shall publish a notice in a paper having at least a weekly circulation in the Town of East Haven announcing the Council's acceptance of resumes from prospective applicants for open/vacant appointments.
3. The notice provided for in Section 2 shall require applicants to submit resumes to the attention of the Town Council Administrative Services Committee, which shall serve as the review and vetting subcommittee for all applications.
4. At the Administrative Services Committee meeting in advance of the first Town Council meeting to be held after February 1st of each calendar year, the members of the Administrative Services Committee shall review all resumes submitted by prospective applicants for open or vacant positions.
5. Members of said committee, after reviewing all of the applicants for each open or vacant appointment, shall vote upon a recommendation to be made to the full Town Council with respect to each appointment. The recommendation of the Administrative Services Committee, along with the resume of the recommended



appointment, shall be forwarded to the Town Council and placed on the next Town Council agenda for consideration by the full Town Council.

6. If the applicant recommended by the Administrative Services Committee is not confirmed or approved by the Town Council, the Council Chairperson shall request an alternate recommendation from the Administrative Services Committee for consideration at the next Town Council meeting. This process shall repeat until the vacancy or open position is filled.
7. Nothing in this section shall be interpreted to limit or abrogate the appointment powers of the Town Council as provided by State Statute, Town Charter, or local ordinance or to limit the rights, if any, of Council members to raises motions, in the proper procedural fashions, to make appointments to boards and commissions in any other fashion."

This resolution shall be effective in accordance with the Standing Rules and in accordance with the provisions of the East Haven Town Charter.

Acting Chairman Sand asked for a motion to open Item #11 up for discussion. **Councilman Santino made a motion to open item #11 up for discussion, Councilwoman Hennessey seconded the motion. Roll call was taken, all in favor, none opposed, no abstentions, motion carried.**

Acting Chairman Sand asked for comment from the public, there was none. Acting Chairman Sand asked for comment from the Town Council. Town Attorney Zullo explained this amendment only concerns the appointments to Town Boards and Commissions which the Town Council approves, not any of the Mayoral appointments.

Councilwoman Lettieri-Morales asked how does a Town Council Member get on the Administrative Council. Attorney Zullo stated it is at the sole discretion of the Town Council Chairman.

Councilman McKay asked about vacancies, stated if someone resigns, what is the procedure for fill the vacancy. Councilman McKay asked if the procedure would be the



same. Attorney Zullo stated vacancies were not taken into consideration at the time, but now realized vacancies should have been; the procedure would be the same.

Councilman Palladino stated for the record it was he who had been asking for this amendment for two years from the Town Attorney, at the disagreement of current Chairman Parlato. Councilman Palladino very adamantly let the public and the Town Council know he took offense to the language of the amendment because Chairman Parlato never pushed for this amendment; it was Councilman Palladino who had been pushing for it.

Acting Chairman Sand asked for a motion to approve a Resolution amending the Standing Rules of the Legislative Town Council with the addition of the wording concerning vacancies.

**Councilman Santino made a motion to approve a Resolution amending the Standing Rules of the Legislative Town Council with the addition of the wording concerning vacancies; Councilman Butler III seconded the motion. Roll call was taken, all in favor, none opposed, no abstentions, motion carried.**

#### **Item #12**

Short training session regarding the use and deployment of Chromebooks.

Town Attorney Zullo gave out Chromebooks to all of the Town Council Members. He instructed them on how to use devices, that they would be receiving Town email addresses which would be listed on Town website. Attorney Zullo also told the Town Council these devices are FOIable, so use your discretion as to what you load onto them. Council was informed all future agendas, minutes, packets would be sent via email, no longer will any be supplied on paper.

#### **Item #13**

Adjournment of Regular Meeting.

Acting Chairman Sand asked for a motion to adjourn regular meeting.

**Councilwoman Lettieri-Morales made a motion to adjourn regular meeting, Councilwoman Hennessey seconded the motion. Voice vote, all in favor, none opposed no abstentions, motion carried.**

Meeting adjourned at 8:30 PM.

Respectfully Submitted,

Stacy Gravino, CCTC, East Haven Town Clerk