

RECEIVED FOR FILING  
MAY 10 2017  
TOWN CLERK'S OFFICE  
EAST HAVEN, CONN.

EAST HAVEN TOWN COUNCIL  
SPECIAL MEETING MINUTES  
TUESDAY, MAY 9, 2017

*Stacy Graving*  
TOWN CLERK

The East Haven Town Council held a special meeting Tuesday, May 9, 2017, at 7:00PM at the East Haven Senior Center, 91 Taylor Avenue, East Haven, CT 06512.

Chairman Fred Parlato calls the meeting to order at 7:37PM.

**Item #1**

Roll Call-10 present- 5 absent (Mckay, Depalma, Sand, Butler III and Anania).  
A quorum is present.  
Councilman Sand arrives at 8:10PM.

**Item #2**

Approval of minutes from the April 26, 2017 Special Meeting (budget adoption).

Councilman Joseph Santino makes a motion.  
Councilman William Richardson seconds the motion.  
Voice vote: all in favor-none oppose-none abstain. Motion carries.

**Item #3**

Correspondence:

- Chairman Parlato says for general information, the Library Board notified him that they had a contest and they were fairly successful. They were able to qualify for some monetary prize money. He thinks maybe the Council telling them they had to do a little more with fundraising seems to be working. He said they did very well, placed about in the middle and response was good.

**Item #4**

Subcommittee Reports:

- a. Subcommittee on Education, Library, and School Building;
- Councilman Robert Parente says that the Board of Education is meeting and frantically deciding whether they are going to make there supposed cutbacks. They are looking to cut sports and chess classes and other things kids enjoy, he hopes it is an idle threat because it would be a shame since there are better ways to evaluate situations that would without question would save them a ton of

money because this is not the way to approach it by threatening to cut sports, it is terrible in his opinion. For the Library he is happy to hear that they are doing fundraising and hopefully they can continue to do so and generate funding. The School Building Committee is quiet right now, not much going on but hopefully in the very near future there will be some activity and rebuilding of schools that are in need of it.

b. Subcommittee on Public Safety, Health, & Welfare;

- Councilman Santino says everything seems to be going good, the new Fire Chief is taking the helm and he seems like a great guy and hopefully everything will work out good. He asks about the fire truck, the new pickup truck they purchased and it is still sitting at Station 3 in the grass area. Councilman Parente says Steve has been working on that every day, he is fitting it out almost every day; he suggests that he stops by to see what he did and what is still left because he asked the same question.

c. Subcommittee on Finance;

- Councilman Richardson says they approved the budget, it was a tough budget but it was passed and other than that there is nothing to report.

d. Subcommittee on Public Services, Parks, & Recreation;

- Councilwoman Susan Archambault says she didn't make the meeting last night and heard there was discussion that they will be patrolling on bicycles at the beach. Councilman Palladino says a lot of people have approached him and asked if there is any possibility during the day time in the summer months that they block off a section of Cosey Beach Avenue, across from the splash pad, so that when kids run across there is less chance of kids getting hit by a car. Councilman Santino says one of the reasons they found when they tried to do it and couldn't is that it is CT Transit's route and the only place the bus can turn around, it can't get down the little side streets. Chairman Parlato says he thinks any action for something like that would have to go to the Board of Police Commissioners.

e. Subcommittee on Urban Renewal/Housing; **no report.**

#### **Item #5**

To consider and act upon "An Ordinance Approving and Authorizing the Conveyance of a Portion of 240 Commerce Street to 198 Commerce Street Associates, LLC."

### **AUTHORIZING ORDINANCE OF THE East Haven Town Council**



**An Ordinance Approving and Authorizing the Conveyance of a Portion of 240  
Commerce Street to 198 Commerce Street Associates, LLC**

**WHEREAS**, the Town of East Haven is desirous of selling a portion of the real property located at 240 Commerce Street in East Haven, Connecticut, better known by the following Map, Block, and Lot Number: "090-0911-001" and bounded as follows:

**"BOUNDARY DESCRIPTION  
A Portion of 240 Commerce Street  
East Haven, Connecticut**

A certain parcel of land situated in the Town of East Haven, County of New Haven, and State of Connecticut being more particularly bounded and described as follows:

Beginning at a point marked by an iron pin, said pin is located North  $69^{\circ} - 57' - 32''$  West, 197.53 feet from a monument located on the Westerly street line of Commerce Street between #198 and #240 Commerce Street, said point being the Southeasterly corner of the hereinafter described parcel;

Thence the following three (3) courses and distances along land now or formerly of 198 Commerce Street Associates, LLC:

South  $68^{\circ} - 57' - 45''$  West, 30.44 feet to an iron pin;  
South  $84^{\circ} - 17' - 22''$  West, 201.00 feet to a point;  
South  $20^{\circ} - 12' - 13''$  West, 76.27 feet to a point;

Thence the following four (4) courses and distances along land now or formerly of the Town of East Haven:

North  $69^{\circ} - 57' - 32''$  West, 120.00 feet to a point;  
North  $20^{\circ} - 02' - 28''$  East, 80.00 feet, to a point;  
North  $77^{\circ} - 47' - 35''$  East, 194.15 feet to a point;  
South  $69^{\circ} - 57' - 32''$  East, 160.00 feet to the point of beginning.

The hereinbefore described parcel of land is more particularly bounded and described on a map entitled: "Property Survey, Proposed Property Lines, Property Located at #198 Commerce Street, East Haven, Connecticut"; Prepared for #198 Commerce Street Associates, LLC; Scale: 1" = 30'; Dated: November 14, 2016 and prepared by Criscuolo Engineering LLC."

**AND WHEREAS**, the Town's Planning and Zoning Commission, at its special meeting on March 23, 2017, issued a favorable 8-24 referral approving such a conveyance;

**AND WHEREAS**, the Town Council intends, concurrently with the approval of this ordinance, to waive the competitive bidding requirements with respect to the proposed conveyance of the subject property;

**AND WHEREAS**, the conveyance of the property is subject to the approval of the Town Council;

**NOW, THEREFORE, BE IT ORDAINED** by the Town Council of the Town of East Haven that the conveyance of the portion of 240 Commerce Street described herein to 198 Commerce Street Associates, LLC is hereby approved for a sales price of \$1.00 (One Dollar);

**BE IT FURTHER ORDAINED** that Mayor Joseph Maturo, Jr., or his designee, is authorized to enter into any agreements and to execute any and all related documents in order to effectuate said conveyance;

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

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

Date: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Date: \_\_\_\_\_

Councilman Santino makes a motion.

Councilman Parente seconds the motion.

No public comment.

No Council comment.

Roll call vote: 9 in favor- 1 opposed (Hennessey)- none abstain. Motion carries.

#### **Item #6**

To consider and act upon "An Ordinance making various revisions to the Town's Floodplain Management Ordinance."

### **AUTHORIZING ORDINANCE OF THE East Haven Town Council**

**An Ordinance making various revisions to the Town's Floodplain Management Ordinance.**



**WHEREAS**, on August 20, 2015, the Federal Emergency Management Agency (FEMA) presented the Town of East Haven with revised preliminary Flood Insurance Rate Map panels associated with the Quinnipiac River Watershed Restudy project for Hartford and New Haven Counties.

**AND WHEREAS**, these revised map panels will become effective on May 16, 2017;

**AND WHEREAS**, in order for East Haven to remain eligible to participate in the National Flood Insurance Program (NFIP), the Town must adopt revised regulations that include the new date for these panels.

**NOW THEREFORE, BE IT ORDAINED** that Chapter 9, Article III, Sec. 9-52 of the East Haven Code of Ordinances is repealed and replaced, in its entirety, as follows:

"The areas of special flood hazard identified by the Federal Emergency Management Agency (FEMA) in its Flood Insurance Study (FIS) for New Haven County, Connecticut, dated May 16, 2017, and accompanying Flood Insurance Rate Maps (FIRM), dated May 16, 2017 (Panels- 09009C0452J, 09009C0453K, 09009C0454J, 09009C0461J, 09009C0463K), July 8, 2013 (Panels- 09009C0442J, 09009C0444J, 09009C0557J, 09009C0576J), and December 17, 2010 (Panel - 09009C0462H,), and other supporting data applicable to the Town of East Haven, and any subsequent revisions thereto, are adopted by reference and declared to be a part of this ordinance. Since mapping is legally adopted by reference into this regulation it must take precedence until such time as a map amendment or map revision is obtained from FEMA.

The area of special flood hazard includes any area shown on the FIRM as Zones A, AE, and VE, including areas designated as a floodway on the FIRM. Zone VE is also identified as a coastal high hazard area. Areas of special flood hazard are determined utilizing the base flood elevations (BFE) provided on the flood profiles in the Flood Insurance Study (FIS) for a community. BFEs provided on a Flood Insurance Rate Map (FIRM) are approximate (rounded up or down) and should be verified with the BFE's published in the FIS for a specific location. The FIS and FIRM are on file with the Town Clerk."

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

Submitted by: Danelle Feeley, Council Clerk  
Approved by: Joseph Maturo, Jr., Mayor

Date: \_\_\_\_\_  
Date: \_\_\_\_\_

Received by: Stacey Gravino, Town Clerk

Date: \_\_\_\_\_

Councilman Santino makes a motion.

Councilman Palladino seconds the motion.

No public comment.

Council comment:

- Councilman Santino says he thinks they should come up with some kind of notification for people to know that it happened.
- Chairman Parlato says he will speak with Frank Gentilesco and see what way he thinks he can reach the most people.

Roll call vote: all in favor-none oppose-none abstain. Motion carries.

#### **Item #7**

To consider and act upon a Resolution confirming the re-appointment by Mayor Joseph Maturo Jr. of Jack Leary to the Regional Water Authority Policy Board.

#### **A Resolution confirming the re-appointment by Mayor Joseph Maturo Jr. of Jack Leary to the Regional Water Authority Policy Board.**

**WHEREAS** Mayor Joseph Maturo, Jr. has re-appointed Jack Leary to the Regional Water Authority Policy Board for a term beginning July 1, 2017 and ending June 30, 2020;

**AND WHEREAS**, pursuant to the rules governing the operations of the Regional Water Authority, the legislative body of each municipality must confirm the appointment of an individual to the Regional Water Authority Policy Board;

**NOW, THEREFORE, BE IT RESOLVED** that the appointment of Jack Leary to the Regional Water Authority Policy Board for a term beginning July 1, 2017 and ending June 30, 2020 is hereby confirmed and approved.

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

Councilman Richardson makes a motion.

Councilman Santino seconds the motion.

No public comment.

Council comment:



- Chairman Parlato says Mr. Leary has had medical problems in the past and he checked with him and he was still very willing and able and rearing to go.

Roll call vote: all in favor-none oppose-none abstain. Motion carries.

#### **Item #8**

To consider and act upon a Resolution Waiving the Town Charter's Competitive Bidding Requirements in Connection with the Sale of Town Property located at 620 Coe Avenue, East Haven, Connecticut.

#### **A Resolution Waiving the Town Charter's Competitive Bidding Requirements in Connection with the Sale of Town Property located at 620 Coe Avenue, East Haven, Connecticut.**

**WHEREAS**, the Town of East Haven is the present owner of real property located at 620 Coe Avenue, East Haven, Connecticut and identified by the following map, block, and lot number: "160/1615/002."

**AND WHEREAS**, since the property cannot be utilized for Town or municipal purposes, it would be in the Town's best interests to sell the property so as to put it back on the grand list;

**AND WHEREAS**, Chapter 6, Section 4(C) of the East Haven Town Charter provides that all sales of real property by the Town shall be by competitive bidding;

**AND WHEREAS**, since the Town has exercised due diligence in marketing said property and has identified various potential buyers for said property since 2014, selling the property via the competitive bidding process would be financially wasteful and duplicative of the Town's efforts to-date;

**AND WHEREAS**, the Finance Director recommends that the Council waive the competitive bidding requirement to allow the Town to effectuate said conveyance;

**AND WHEREAS**, the assessor has reviewed the land and building to be conveyed and is of the opinion that the potential selling prices for the property are within the range of estimated values for the property;

**AND WHEREAS**, the Town Charter's bidding requirements may be waived by two-thirds of the members present and voting;

**NOW THEREFORE**, be it **RESOLVED** by the Town Council of the Town of East Haven that any competitive bidding requirements associated with the Town's proposed conveyance of certain real property located at 620 Coe Avenue, East Haven, Connecticut are hereby waived;

**BE IT FURTHER RESOLVED** that this bid waiver shall expire on December 31, 2017.

Councilman Santino makes a motion.

Councilwoman Linda Hennessey seconds the motion.

No public comment.

Council comment:

- Councilman Santino says Town Fair Tire will take this property from the Town; the Town is somewhat maintaining it and doesn't have the time to do all the grass and maintenance. They will take it, maintain it and pay taxes on the property. He is all for this.
- Councilman Parlato says he heard tentatively they would use it for some type of retail outlet with tires or something within their scope. The building has sat around for a while.

Roll call vote: all in favor-none oppose-none abstain. Motion carries.

#### **Item #9**

To consider and act upon a Resolution setting a public hearing date and time to discuss "An Ordinance Approving and Authorizing the Conveyance of 620 Coe Avenue to Mellen East Haven Associates, LLP, or its designee, for \$195,000.00." The Public Hearing shall take place on June 6, 2017, at 7:00PM, at the East Haven Senior Center, 91 Taylor Avenue, East Haven, Connecticut.

### **AUTHORIZING ORDINANCE OF THE East Haven Town Council**

**An Ordinance Approving and Authorizing the Conveyance of 620 Coe Avenue to Mellen East Haven Associates, LLP, or its designee, for \$195,000.00**

**WHEREAS**, the Town of East Haven is desirous of selling the real property located at 620 Coe Avenue in East Haven, Connecticut, better known by the following Map, Block, and Lot Number: "0160/1615/002;"

**AND WHEREAS**, the Town's Planning and Zoning Commission, at its regular meeting on November 5, 2014, issued a favorable 8-24 referral the sale of the property;

**AND WHEREAS**, the Town Council intends, concurrently with the approval of this ordinance, to waive the competitive bidding requirements with respect to the proposed conveyance of the subject property;



**AND WHEREAS**, the conveyance of the property is subject to the approval of the Town Council;

**NOW, THEREFORE, BE IT ORDAINED** by the Town Council of the Town of East Haven that the conveyance of 620 Coe Avenue, East Haven, CT 06512 to Mellen East Haven Associates, LLP, or its designee, is hereby approved for a sales price of \$195,000.00 (One Hundred and Ninety-Five Thousand Dollars and Zero Cents 00/100);

**BE IT FURTHER ORDAINED** that the Land Disposition Agreement memorializing said sale is hereby approved in the form substantially as presented to this Council

**BE IT FURTHER ORDAINED** that Mayor Joseph Maturo, Jr., or his designee, is authorized to sign the aforementioned Land Disposition Agreement, to enter into any agreements, and to execute any and all related deeds and documents in order to effectuate the contemplated conveyance.

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: \_\_\_\_\_

Councilman Santino makes a motion.

Councilman Palladino seconds the motion.

No public comment.

No Council comment.

Roll call vote: all in favor-none oppose-none abstain. Motion carries.

#### **Item #10**

A Resolution Waiving the Town Charter's Competitive Bidding Requirements in Connection with the assignment of Municipal Tax Liens Encumbering and Affecting 33 Sylvan Hills Road.

#### **A Resolution Waiving the Town Charter's Competitive Bidding Requirements in Connection with the assignment of Municipal Tax Liens Encumbering and Affecting 33 Sylvan Hills Road**

**WHEREAS**, the Town of East Haven is the present owner of municipal real estate tax liens, for the grand list years 2001 to 2015 inclusively, and encumbering and affecting the real property known as 33 Sylvan Hills Road and identified by the following Map/Block/Lot Number: 500/6029/007;

**AND WHEREAS**, the Town wishes to assign said tax liens to 503 Foxon Road, LLC;

**AND WHEREAS**, Chapter 6, Section 4(C) of the East Haven Town Charter provides that the sale of certain assets by the Town shall be by competitive bidding;

**AND WHEREAS**, the Town, based on a variety of unique circumstances, believes that effectuating the assignment outside of the competitive bidding process will fetch the best price for the liens which the Town wishes to assign;

**AND WHEREAS**, the Finance Director recommends that the Council waive the competitive bidding requirement to effectuate said assignment;

**AND WHEREAS**, the Town Charter's bidding requirements may be waived by two-thirds of the members present and voting;

**NOW THEREFORE**, be it **RESOLVED** by the Town Council of the Town of East Haven that any competitive bidding requirements associated with the Town's proposed assignment of municipal tax liens encumbering and affecting 33 Sylvan Hills Road are hereby waived;

**BE IT FURTHER RESOLVED** that this bid waiver shall expire on November 1, 2017.

Councilman Santino makes a motion.

Councilwoman Archambault seconds the motion.

No public comment.

- Attorney Zullo explains that he does have a conflict waiver in his file from the Principals of 506 Foxon Road, LLC and the Mayor as his firm has represented them in the past as well as representing the Town but both parties pursuant to the Town's requirements have waived conflict.
- He explains that this is a very unique situation where 503 Foxon Road LLC owns a giant piece of land between Rt. 80 and Sylvan Hills Road; there is a tiny brook that runs into part of it and they have a little opening/frontage on Rt. 80 but part of that little brook or wetland area is right there. They are looking 10-15 years down the road just to have access to the parcel through another road. They identified a parcel that has substantial tax liens so it was sent to his office and they didn't collect it because for them to expend \$7,000-\$10,000 to do an order of notice and go to court and foreclose on it would be wasteful of the Town's resources because the lien is only about \$1,300 or not even that much. The other complication with this parcel is that he is not actually sure that the developer still owns it; we are assessing taxes on it because at some point in time the Town



started treating it as open space but he is not sure if it was ever conveyed as open space to the Town or the land trust; it may or may not have been. If it actually was conveyed to the Town, the purchasers aren't buying anything; we are assigning something to them and it will be up to them to do the research which we certainly don't want to expend the time doing. The upside for them is that they are willing to take the risk for \$1,000 and buy the liens to see if they can acquire a little frontage on a main road. For the Town, it takes something delinquent off our tax rolls and prevents us from having to spend \$7,000-\$10,000 to foreclose.

No public comment.

Council comment:

- Councilman Richardson asks if they are assigning tax liens.
- Attorney Zullo says he doesn't believe we own the property because if we did own the property there wouldn't be tax liens on it. All we are doing is assigning whatever right we have to these tax liens, which may not even be valid in the first place. We may end up making an extra \$1,000 by signing the document is what this comes down to.
- Councilman Palladino asks whom the lien is against.
- Attorney Zullo says if they are familiar with the way our tax department works, they assess things for 15 years and after that they become statutorily unenforceable. If you go backwards, it lists the owner as unknown, but because it is not identified as Town owned it is still accruing taxes and liens, the bill for the taxes comes to Town Hall every year. At one point in time, he assumes, we knew who the owner was but because of the passage of time, when Sylvan Hills was laid down and finished, the taxes kept accruing and the ownership became obscure. Assuming this goes through tonight, the person purchasing these tax liens is going to expend a significant amount of time and money doing title research just to find out who is the owner of the property. If that company finds out that the Town is the owner, they will find out that they have bought nothing, but that is the risk they are willing to take.
- Councilman Palladino says so then they would have to come back and buy the property if it is town owned?
- Attorney Zullo says if they do the title search and find out the Town owns it they can come back and ask us to sell it but if we own it then it would mean it was conveyed to us as open space and he is not sure we have the right to sell it to them. They can go back to planning and zoning and ask for a waiver of some sort.
- Councilman Palladino says so we have no responsibility?

- Attorney Zullo says we have no responsibility at all, but to take the money.
- Councilman Palladino says and it is not refundable right?
- Attorney Zullo says it is not refundable once they buy the liens. Also, because of the way we word our assignments this person will pay all of the taxes moving forward because any new tax liens or tax indebtedness that accrues is ahead in right of these liens; that is the way we word our releases or assignments. The person buying it will pay the taxes in full.
- Councilman Palladino says what were the taxes, like \$50/year?
- Attorney Zullo says it is not substantial, just enough to be collectable.

Roll call vote: all in favor-none oppose-none abstain. Motion carries.

#### **Item #11**

A Resolution, pursuant to C.G.S. Sec. 12-195h, approving the assignment of tax liens encumbering 33 Sylvan Hills Road, East Haven, CT and authorizing Mayor Joseph Maturo, Jr., or his designee, to sign any and all documents, including but not limited to an "Assignment of Municipal Tax Liens," in order to effectuate the same.

**A Resolution, pursuant to C.G.S. Sec. 12-195h, approving the assignment of tax liens encumbering 33 Sylvan Hills Road, East Haven, CT and authorizing Mayor Joseph Maturo, Jr., or his designee, to sign any and all documents, including but not limited to an "Assignment of Municipal Tax Liens," in order to effectuate the same.**

**WHEREAS**, a substantial number of tax liens and a tax indebtedness presently encumber the property known as 33 Sylvan Hills Road - MBLU 500 6029 007;

**AND WHEREAS**, the Town, pursuant to C.G.S. Sec. 12-195h, deems it appropriate to assign said liens and the rights to the same to 503 Foxon Road, LLC;

**NOW THEREFORE, BE IT RESOLVED** that pursuant to C.G.S. Sec. 12-195h, the assignment of municipal tax liens encumbering 33 Sylvan Hills Road (MBLU 500 6029 007) for the grand list years 2001 through 2015 inclusively is hereby approved;

**BE IT FURTHER RESOLVED** that Mayor Joseph Maturo, Jr., or his designee, is authorized to enter into an agreement with 503 Foxon Road, LLC to complete such an assignment and to execute any and all documents deemed necessary to effectuate said assignment.

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



Councilman Palladino makes a motion.  
Councilwoman Hennessey seconds the motion.

No public comment.

No Council comment.

Roll call vote: all in favor-none oppose-none abstain. Motion carries.

## **Item #12**

To consider and act upon a Resolution Waiving the Town Charter's Competitive Bidding Requirements in Connection with the purchase of Accounting and Payroll Software and Associated Hardware and Software Upgrades.

### **A Resolution Waiving the Town Charter's Competitive Bidding Requirements in Connection with the purchase of Accounting and Payroll Software and Associated Hardware and Software Upgrades**

**WHEREAS**, the Town of East Haven presently utilizes a DOS-based accounting and payroll software package which, in recent months, has been experiencing significant failures and downtime;

**AND WHEREAS**, the integrity of the Town's payroll and accounting systems may become jeopardized if the Town does not begin the upgrade process imminently;

**AND WHEREAS**, the Finance Director wishes to contract with Tyler Technologies to perform appropriate software and, if necessary, hardware upgrades to the accounting and payroll systems for the Town and Board of Education;

**AND WHEREAS**, the Town has issued previous bond authorizations for the purposes of financing said upgrades;

**AND WHEREAS**, the Finance Director has exercised due diligence in surveying possible software packages and vendors, such that soliciting vendors via the competitive bidding process would be financially wasteful and duplicative of the Finance Director's efforts to-date;

**AND WHEREAS**, the Finance Director recommends that the Council waive the competitive bidding requirement to allow the Town to contract with Tyler Technologies;

**AND WHEREAS**, the Town Charter's bidding requirements may be waived by two-thirds of the members present and voting;

**NOW THEREFORE**, be it **RESOLVED** by the Town Council of the Town of East Haven that any competitive bidding requirements associated with the Town's purchase of

accounting and payroll software and associated hardware and software upgrades for both the Town and the Board of Education are hereby waived.

Councilman Santino makes a motion.

Councilman Palladino seconds the motion.

- Finance Director Paul Rizza hands out a report of the Board of Education through April 30<sup>th</sup> as well as a packet on what is on the Agenda tonight. He addresses the Council and explains that the Council has received a memo he sent that outlines a tale of woes that have been happening to them over the last 90 days. We do have money available and our current systems in terms of accounting and payroll are over 25 years old, they are DOS based which basically doesn't exist anymore. The company that sold us the system and has been maintaining it for over 25 years was sold 3 years ago so they have very limited maintenance from the president of the company. Until recently he thought they would be able to squeeze in another year with what they had but that isn't working. He says the reason he gave a copy of all of the emails is to show it going back to February 3<sup>rd</sup> and the system not only goes down but it goes down at times for 2 weeks so they can't do anything; they were lucky to be able to get their payroll out and they haven't missed being able to pay their bills or submitting any federal or state reporting. There is talk about the 1095 forms which pertain to Obamacare, not only were they having trouble getting the report out but once it was coming back they didn't have the capability in the system to decipher what came back because their system is basically too old. It got frustrating for the people in the finance office with the system going down February 3<sup>rd</sup> and not coming back until after February 14<sup>th</sup>. He says he also included information from other municipalities who are in the same boat such as Middlefield, Wolcott, Bethany, Watertown and also our Board of Education. He says the current companies HUB was out of Boston and they decided to electronically move all operations to Pittsburgh, which didn't work out well it ended up putting all systems down. His system alone was down for two weeks while others were still operational so he had to go to other people to get information.

No public comment.

Council comment:

- Councilman Santino asks him that this is something that has to get done right, they are in need of it?
- Mr. Rizza says yes, he hates to say it but they are in trouble.
- Councilman Palladino asks if he will explain the whole packet to Mr. Parlato pertaining to the software.



- Chairman Parlato says yes, he gave him a heads up.
- Councilman Santino asks how much training is involved; will they send someone to train them on it?
- Mr. Rizza says the good thing with this company is as you are buying software and/or hardware they train you and there are roughly 25 municipalities in Connecticut that run this system and the closest one to us is North Haven. He is friendly with the finance director there who before he went to North Haven was one of our auditors so he is familiar with what we have and Mr. Rizza says his Assistant Jim worked for the same audit company before he came here and he audited us as well. They also have a support staff in Connecticut.
- Councilwoman Archambault says he mentioned they have the money, how much is it.
- Mr. Rizza says we have the money, we may need some additional money because the hardware we have is not compatible. It may be additional monies of \$60,000; we have a little over \$200,000.
- Councilwoman Lettieri-Morales says we are waiving competitive bidding; she asks if he thinks this is a good price.
- Mr. Rizza says yes, North Haven has had it for 10 years and he thinks it is a good price. We are not going to get everything that is in the packet, they are getting the software for payroll and accounting because we don't need everything included in the package.
- Councilwoman Judy Esposito says she thinks we need it because the system keeps going down.
- Councilman Richardson says this is a \$200,000 package plus maybe \$60,000 for hardware; will that take care of the Town side and the Board of Education side?
- Mr. Rizza says they will be working off the same system, yes. The only problem they may have is not being able to take them both down at the same time when changing it over.
- Vice Chairman Sand asks what the timeline is.
- Mr. Rizza says he is thinking January the Town's payroll would be up and then the accounting system would be sometime after that.
- Councilman Richardson asks if they will be able to run the existing program until January.
- Mr. Rizza says yes he thinks and hopes so.
- Vice Chairman Sand says the Fire Department has a unique payroll system as he was told, he hasn't seen it to know that, but does this MUNI system integrate that?
- Mr. Rizza says it is flexible, it is designed and utilized only by municipal government; you couldn't just take this and put it into any private business or major company because there are things unique to either cities/towns or boards

of education. Municipalities are often running three shifts for Police/Fire/Dispatch and so the payroll doesn't stop and there are specific things within this to make this work.

- Councilman Parente says he knows Mr. Rizza mentioned we are not taking every part of the package just certain areas, if they wanted to expand at any time, could they do so down the road?
- Mr. Rizza says yes they can, it may cost more money but it is compatible with the system.
- Councilman Parente says the system they would be buying has been used by North Haven for 10 years, is this updated version?
- Mr. Rizza says it is not exactly the same as they got when it was 10-11 years ago, there have been modifications of it.
- Councilman Parente says so whenever there are modifications down the road, we would be responsible for that also?
- Mr. Rizza says in looking into it and talking with other people, if there are upgrades within 3-5 years he thinks they are free and then beyond that there is a fee but it isn't outrageous.
- Councilman Parente says then we are moving in the right direction and into the right century.
- Mr. Rizza says the payroll will not be paper anymore, 2-3 people in offices will have direct access to the payroll instead of typing or hand writing it into the form, they can go right into the computer which will then be approved by the Department Head and then approved by his office, the Finance Office.
- Councilman Parente says will there be hard copy backup?
- Mr. Rizza says they will store it right in their machine.
- Councilman Santino says he thinks it is something they need and they should take a vote on it because they need to get it.
- Vice Chairman Sand says in terms of hardware, are there any modifications needed in the Finance Department for cooling for bigger apparatus?
- Mr. Rizza says his guess will be that the current server they have won't be big enough, but the other machines and desktops may be compatible but he doesn't think the server will be compatible.
- Chairman Parlato asks about the security of the system, is there any way some entity can go into it?
- Mr. Rizza says there is quite a bit of security on it and that is where he thinks a lot of their upgrades come in. Most of the systems that exist, as long as they aren't ancient like ours, have these upgrades done because of security threats and things like that.

Roll call vote: all in favor-none oppose-none abstain. Motion carries.



Chairman Parlato says he would be remiss without asking Councilwoman Archambault to express his gratitude to the Foxon Rec League for the hospitality they showed him during opening day, it was an enjoyable time and he almost made home plate.

**Item #13**

Adjournment of Special Meeting.

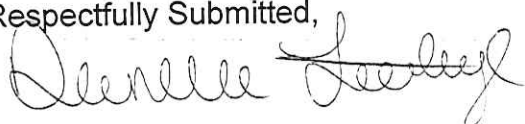
Councilman Santino makes a motion.

Councilman Parente seconds the motion.

Voice vote: all in favor-none oppose-none abstain. Motion carries.

Meeting is adjourned at 8:21PM.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Danelle Feeley".

Danelle Feeley, Clerk, East Haven Legislative Town Council