

BOARD OF ALDERMEN
OPERATIONS & PROCEDURES SUBCOMMITTEE MEETING
TUESDAY, MARCH 8, 2016 – 7:00 P.M.
JOAN WILLIAMSON ALDERMANIC CHAMBERS

MINUTES

Chair Arthur Gerckens called the meeting to order at 7:45 p.m. All rose and pledged allegiance to the flag.

Roll Call

Present: Arthur Gerckens, Stephen Iacuone, Joseph DiMartino

Absent: Peter Olenoski

Also Present: Alderman Carmen DiCenso
Alderman Ron Sill
Alderman Thomas Donofrio
Alderswoman Barbara L. DeGennaro
Keith A. McLiverty, City Treasurer
Marc J. Garofalo, Town & City Clerk
Thomas Welch, Corporation Counsel

ADDITIONS, DELETIONS, CORRECTIONS TO THE AGENDA

Mr. Gerckens said he would like to delete the second sentence under item #7 – Ordinance change §172-53 Bond for incomplete items under certain conditions.

Mr. Gerckens asked if there were any other changes. Mr. Iacuone said he would like to make a motion to cancel tonight's meeting. He said we just got the packet this afternoon when we arrived here and it's already almost an hour past the start time of the meeting. Mr. Iacuone said he doesn't know how we're going to digest what we have in front of us. Mr. Gerckens asked for a second to the motion. Mr. DiMartino seconded the motion.

DISCUSSION ON MOTION

Mr. Gerckens said the public has stuck around for the meeting and a lot of the items on the agenda should fly by. Mr. DiMartino asked Mr. Gerckens if he has looked over the items. Mr. Gerckens said he did. Mr. Iacuone questioned how did he receive the information and he and Mr. DiMartino did not. Mr. Gerckens said it was emailed last week. Mr. Iacuone said some of the changes were made the other day – some were even made today. Mr. Gerckens said yesterday there were items that were added to the agenda, which have been reviewed by Corporation Counsel. Mr. DiMartino said this is the first he's seen of the material. Mr. Iacuone said the agenda that he saw previously has three things that were missing. Mr. Garofalo said he doesn't make the agenda – he just puts things on that are asked by the Mayor, Corporation Counsel, president of the board or the committee chair. He said the three issues that were

added are this grant connection to the Nutmeg Network, which is something that was previously approved, the issue of the Memorandum of Agreement with Northwest Connecticut Public Safety Communication – this is another agreement that was approved by Corporation Counsel and then adopting the resolution for the Water Pollution Control Authority Clean Water Fund Grant. Mr. Iacuone said we already voted on that item. Mr. Garofalo said this was amended due to a new chair.

Mr. Gerckens said we have a motion and a second. He believes we should be able to get through the agenda items. Mr. DiMartino said let's just do it. Mr. Iacuone and Mr. DiMartino voted that they were opposed to postponing tonight's meeting.

PUBLIC PORTION

Mr. Gerckens asked if anyone wished to address the sub-committee.

Regina Cairone, owner of 16-18, 24, 23-25 Gilbert Street, Derby, CT

Ms. Cairone asked the committee if any decision had been made regarding her request for the additional parking permits that she had requested. She has four and needs four more. Ms. Cairone said she knows this isn't on the agenda but she is seeking an answer to her request. Mr. Gerckens said he knows that the Police Chief does have the spots reserved for her. Your tenant's just need to go to the police station with a form of id and their lease and a permit would be issued.

Mr. Gerckens asked three times if anyone else wished to speak. Hearing no requests...

A MOTION was made by Mr. Gerckens with a second by Mr. DiMartino to close the public portion. **Motion carried.**

APPROVE MINUTES OF THE FEBRUARY 9, 2016 OPERATIONS & PROCEDURES MEETING
Without objection the Minutes of the February 9, 2016 meeting were TABLED until next month's meeting.

ORDINANCE CHANGE §172-52 ACTS PREREQUISITE TO ACCEPTANCE OF STREETS BY THE CITY. DISCUSSION/POSSIBLE ACTION

Atty. Welch said as you can see §172-52 it provided that who had to sign off for acceptance of a city street. It said that it had to be signed off by the chairman of the Street Committee of the Board of Aldermen. Since we no longer have a Street Committee this just changes it to the Board of Aldermen who will accept the street. Atty. Welch said it is just a technical change and it came about when we were discussing the possible acceptance of the BJ's road.

A MOTION was made by Mr. DiMartino with a second by Mr. Iacuone to recommend to the full Board of Aldermen the Ordinance change to §172-52 Acts Prerequisite to Acceptance of Streets by the City. **Motion carried.**

ORDINANCE CHANGE §125-4 OCCUPANCY PERMIT REQUIRED. DISCUSSION/POSSIBLE ACTION.

Atty. Welch stated that Carlo Sarmiento and John Saccu brought this item up during the Task Force meeting. We currently do re-occupancy permits for three or more units and they feel from a public health and safety standpoint we should do two or more units would be in the best interest of the City to make sure that there is safe housing for

all individuals. He said there can be up to three re-occupancy permits per property per year but you would only have to pay for the first one.

A MOTION was made by Mr. Iacuone with a second by Mr. DiMartino to recommend to the full Board of Aldermen the Ordinance Change for §125-4. **Motion carried.**

STATUS OF CITY OF DERBY ETHICS BOARD AS REQUIRED UNDER §52 OF THE CITY OF DERBY CHARTER. DISCUSSION

Mr. Gerckens said there have been some possible ethics issues and he approached the Mayor with this. He said people talk constantly about the lack of an Ethics Board – there hasn't been one in years. Mr. Gerckens said he is going to keep on the Mayor to fill this board. Mr. Iacuone said she's had the request several times. Mr. Gerckens said we need to get this board filled. Mr. Iacuone agreed.

POTENTIAL SALE OF 13 SOUTH DIVISION STREET. DISCUSSION/POSSIBLE ACTION

Mr. Gerckens said this was sent to us from the full Board of Aldermen at last month's meeting. Atty. Welch said there was a question of whether or not selling the smaller piece by the pump station. Mr. Iacuone said he doesn't believe it's #13. The parcel with the house on it – the house has been demolished and the owner has already started construction of another dwelling. Atty. Welch said on the Tax Assessor's map we're talking Tax Assessor's Lot 27. He said we had a request from the adjoining property owner who said he would be interested in taking Title to the property. Atty. Welch said he thought there was an interest from the WPCA. Mr. Iacuone said that is correct because if it turns out that we do the pump station on South Division the residents are going to lose parking on the street in that area. He said they would like to turn that into off-street parking for the residents. Mr. Iacuone said before we consider selling it we need to see how the pump station goes.

A MOTION was made by Mr. Gerckens with a second by Mr. Iacuone to **TABLE** this item. **Motion carried.**

CITY OF DERBY CODE, CHAPTER 186, VEHICLES AND TRAFFIC, NEW ARTICLE IX ENTITLED "BOAT RAMP TRAILER PERMIT," NEW §186-51, NEW §186-52, NEW §186-53, NEW §186-54, WHICH WAS ADOPTED BY THE BOARD OF ALDERMEN ON MAY 28, 2015. DISCUSSION.

Mr. Gerckens said he put this item on tonight's agenda since boating season is almost here. Mr. Gerckens asked Mr. Garofalo if his office is ready for this. Mr. Garofalo said there is a copy of the application for the permit in the packet. He said he is in the process of obtaining information for permit stickers. Mr. Garofalo said he has been in contact with the Street Commissioner regarding signage. He said regarding the stickers the Ordinance reads that trailer registration number and the size of the trailer must be on the sticker and then it is affixed to the vehicle that it is towing. There is no charge for City residents and \$100.00 for everyone else. Mr. Gerckens asked Atty. Welch if he has had a chance to speak with Rick Dunne. Atty. Welch said as to permitting and using a state boat ramp he has not but he will get in touch with him.

BANNER PLACEMENT ON FENCE NEAR ST. MICHAEL CHURCH AND ROUTE 34 AND ON THE FENCE AT THE INTERSECTION OF MAIN STREET AND ELIZABETH STREET. DISCUSSION/POSSIBLE ACTION.

Mr. Gerckens noted that this was thoroughly discussed during the special Board of Aldermen meeting held earlier this evening.

HISTORIC PRESERVATION AND THE ESTABLISHMENT OF A HISTORIC PRESERVATION COMMISSION. DISCUSSION/POSSIBLE ACTION.

Mr. Gerckens said last month we briefly discussed this. He said this idea came about when Brownie Castle was torn down. He said it was suggested to reach out to the people in Milford since they have a similar ordinance and process there. In the packet tonight is the Milford Ordinance and wherever it said Milford we have replaced it with Derby. Atty. Welch said he feels that Milford's Ordinance is a little bigger or more expansive. Those properties on National or State Registry is giving the commission power to designate certain houses. There was discussion about having an advisory committee set up. Mr. Gerckens said we would need to review this document and customize it to fit our needs. No action taken.

SHARED SERVICES TASK FORCE WITH CITY OF ANSONIA – CHARGE OF TASK FORCE, MEMBERSHIP, ACTION PLAN. DISCUSSION/POSSIBLE ACTION.

Mr. Gerckens said as everyone knows Keith McLiverty spoke on this subject at the full Board of Aldermen meeting. Mr. Gerckens asked Mr. McLiverty if he would like to address the committee.

Mr. McLiverty said given the current economy municipalities are trying to work collaboratively. He said that he and Sal Coppola, the City's Finance Director, met with Bill Nimons in Ansonia to discuss the creation of a task force/committee for the cities of Ansonia & Derby to see what could be shared. Mr. McLiverty said he would like 2 Board of Aldermen, 2 members of the Board of Apportionment & Taxation, 2 members of the Board of Education and four at large members. Ten may be too big of a number for the committee/task force. Mr. Gerckens said we would need to digest this information. He said he has discussed this idea with the Mayor and he questioned why only limit working with Ansonia. Mr. Garofalo said they should also consider having staff members that this would impact. Mr. McLiverty said the idea would be to have the staff members called into the meeting should their department be discussed/reviewed. Mr. Gerckens asked if there was a timetable for this proposal. Mr. McLiverty said he would like to start soon. We will have some frank conversations – we need to think outside of the box. Look to go back to Birmingham. He said he doesn't see either town surviving is changes aren't made. Mr. Garofalo said if we're going to go through the charade. Mr. McLiverty said he resents that statement. This is not a charade. Mr. Coppola said they met with Bill Nimons from Ansonia City Hall. He said naturally people don't react well if jobs are at risk. It is a 2-3 year timetable. Mr. Iacuone asked Mr. McLiverty if he could put together a matrix as to how the committee would be made up. Mr. McLiverty said the board would be comprised of 2 Board of Aldermen, 2 members of the Board of Apportionment & Taxation, 2 Board of Education members and four at large members.

GRANT FOR CONNECTION TO THE NUTMEG NETWORK. DISCUSSION/POSSIBLE ACTION

Atty. Welch said this would be for a free internet grant.

A MOTION was made by Mr. DiMartino with a second by Mr. Gerckens to recommend to the full Board of Aldermen the grant for Connection to the Nutmeg Network in the amount of \$24,800.00. **Motion carried.**

MEMORANDUM OF AGREEMENT BETWEEN NORTHWEST CONNECTICUT PUBLIC SAFETY COMMUNICATION, INC. AND THE CITY OF DERBY. DISCUSSION/POSSIBLE ACTION

Atty. Welch said this is a pretty straight forward. It is amending the agreement that we already have with Motorola. It was noted that the municipality owns the circuits. Mr. Iacuone said with the Police Department changing radios do we need to get in touch with them to make sure they're compatible. Atty. Welch said it was his understanding that Northwest and the Derby Police Department worked together. He will get in touch with Chief Narowski to make sure there are no problems.

A MOTION was made by Mr. Gerckens with a second by Mr. DiMartino to recommend to the full Board of Aldermen the Memorandum of Agreement between Northwest Connecticut Public Safety Communication, Inc. and the City of Derby pending clarification from Chief Narowski that there are no problems. **Motion carried.**

AUTHORIZING RESOLUTION – WATER POLLUTION CONTROL AUTHORITY CLEAN WATER FUND GRANT. DISCUSSION/POSSIBLE ACTION.

Mr. Iacuone noted that this is the same application as we did before.

A MOTION was made by Mr. Gerckens with a second by Mr. Iacuone to recommend to the full Board of Aldermen authorizing the resolution for the Water Pollution Control Authority Clean Water Fund Grant. **Motion carried.**

ADJOURNMENT

A MOTION was made by Mr. Gerckens with a second by Mr. Olenoski to adjourn the meeting at 8:17 p.m. **Motion carried.**

Respectfully submitted,

Patty Finn
Recording Secretary

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE BOARD OF ALDERMEN OPERATIONS & PROCEDURES SUBCOMMITTEE AT THEIR NEXT MEETING.